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ABSTRACT

Described on the agenda as "An Omnium Gatherum for Reference Librarians," this workshop presented by the staff of the Bay Area Reference Center (BARC) cites resources and explains search strategies used by BARC to respond to the types of questions most frequently submitted to them. Methods and tools that may be used by smaller libraries to answer similar questions are also cited. Topics addressed include flora and fauna, organizations and associations, vehicle repair, medical reference, quotations and poems, words and music, collectibles and antiques, place locations, how-to, several categories of foreign language questions, and the types of questions that can be answered using government publications or the inhouse indexes of special libraries. Related bibliographies are provided for most of the topics as well as the speaker's comments. (RAA)

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HODGEPODGE

A WORKSHOP
PREPARED BY THE STAFF OF THE
BAY AREA REFERENCE CENTER

U S DEPARTMENT OF HEALTH,
EDUCATION & WELFARE
NATIONAL INSTITUTE OF
EDUCATION

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PROCEEDINGS OF THE WORKSHOP

HELD FEBRUARY 22, 23 & 26, 1979

AT THE SAN FRANCISCO PUBLIC LIBRARY

EDITED BY THOS. S. FOWLER, WORKSHOP COORDINATOR

THE WORKSHOP WAS PRESENTED BY THE
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GLENDA HOOPER, DIRECTOR

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May 1979

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HODGEPODGE

An Omnium Gatherum for the Reference Librarian

A workshop prepared by the staff of the Bay Area Reference Center
Glenda Hooper, BARC Director
San Francisco Public Library--Main Library
Lurie Room

9 a.m. - 1 p.m. February 22, 23, 26, 1979

9:00--9:30	Registration
9:30--9:40	Miscellany, Including introductions, greetings, announcements
9:40-10:30	Flora and fauna - Kay Roberts Organizations, associations - Anne Roughton Vehicle repair - Vivian Kobayashi Medical reference - Audrey Powers
10:30-10:50	Break
10:50-11:30	Quotations, poems - Carol Zajchowski Words and music - Thomas Fowler Antiques, collectibles - Sandra Drissen
11:30-11:40	Stretch
11:40-12:15	Place locations - Tibby Storey How-to - Kay Roberts Foreign language - Thomas Fowler
12:15-12:45	Government publications - Tibby Storey Online reference searches - Carol Zajchowski Inhouse indexes outside SFPL - Audrey Powers
12:45--1:00	Evaluation

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SUMMARY

Hodgepodge was the first large workshop sponsored by the Bay Area Reference Center after staff cutbacks and other stringencies were imposed on California libraries by Proposition 13. It was felt that Proposition 13's impact would severely curtail librarians' attendance at continuing education activities. In spite of cutbacks, a total of 295 persons attended this workshop in the 3 days it was given.

Topics for the 3 1/2 hour program were chosen by tallying the categories of questions most often submitted to BARC. Those types most frequently asked were selected and addressed by members of the BARC reference staff. Each speaker approached the chosen topic aiming to explain what resources and strategies BARC uses to answer particular types of questions. Methods and tools smaller libraries might use to answer similar questions were cited.

These proceedings reproduce the content of the workshop with the exception of a brief talk made to remind attendees that online data base searches are always a possibility when dealing with patrons' questions.

* * *

FLORA AND FAUNA - Birds, bees, do elephants have knees?

Kay Roberts

One of the questions BARC receives on plants and animals is from the patron who has just acquired a bird, turtle, plant, etc., and needs to know how to care for it. I recently had a question like this from a patron who had an Australian lovebird. We did not have the scientific name for the bird and could not find information on it in book sources, even though we have many good books on Australian birds and parrots and parrot-like birds. I next tried calling an exotic bird store and they also could not identify the bird. The best source we could provide for the patron was from *Cage Bird Magazine*. They have a monthly column on parrot and parrot-like birds, and the author seems most conscientious in answering all inquiries. One of the interesting aspects of this kind of question is the sort of periodicals you find yourself leafing through. This was my first acquaintance with *Cage Bird*. Finding covers like the February issue showing a cockatoo in a geisha costume wishing the readers a Happy Valentine's Day is much more fun than the usual materials librarians find themselves digging through. In working on some bird questions I have been impressed and surprised at the extent of SFPL's collections. We have long runs of periodicals: *Auk* from 1920, *Condor* from 1899, *Audubon* from 1899. Peters' *Checklist of Birds of the World* is a very technical work, the kind of publication I was rather surprised to find we had. While most of the items on the bibliography [following p. 2] are books in print, I wanted to put on some things to show you the sort of item we might be able to check for you here.

Another question recently received was on care for a turtle. When dealing with animal species, we are in trouble if we don't know the scientific name of the animal. The books by Liberty Bailey on your lists can usually supply the scientific name of plants if we have the common name. In the case of animals, we have no comparable dictionaries. The *Grzimek Animal Life Encyclopedia* and the *International Wildlife Encyclopedia* did not have the turtle I was looking for. I finally called the California Academy of Sciences and talked to an expert, who could not identify it either, given only the common name. He was able to narrow it down to three species, because the patron knew where the turtle came from.

BARC had better luck in identifying a plant when the patron had only the common name "Frosty Lining." The librarian working on the question happened to have the plant also and was taking a class from a specialist at the Strybing Arboretum. He looked at it, chewed a leaf, and identified it as *Ligustrum*.

One question we received sent us looking through both plant and animal resources. The question came from a patron who suspected that one of a couple of houseplants had been the cause of the poisoning of her goat. When I checked the toxicology tables in the *Merck Veterinary Manual* it appeared as though hardly anything <u>will</u> poison a goat. Kingsbury's title on poisonous plants did indicate some toxic qualities for one of the suspect plants, and a check through *Biological and Agricultural Index* turned up several citations for plants possibly toxic to goats.

Some people are interested in plants and animals for business reasons. We once had a question on the pet population in the Bay Area from a patron interested in starting a pet cemetery. Patrons are interested in farming all sorts of animals. BARC supplied information on abalone farming from the California Department of Fish and Game and from the National Shellfisheries Association. *BARC Notes* for last November indicated information sent to a patron interested in raising crickets. We sent a California Fisheries publication, a University of Georgia pamphlet, an article from *Colliers*, and book information from *Raising Small Animals*. On some questions BARC has not been able to find a lot of information because the animal is usually not farmed. We have a couple of questions on beaver ranching; we have found some references to fur farming guides, but beavers are usually trapped so

there isn't much farming information. Ladybugs are usually collected in the wild, so we did not find a lot on raising ladybugs.

Some of our questions, like yours, come from the "just curious." One patron wanted to know the history and country of origin of the Gravenstein apple. The California Apple Growers Association in Sebastopol provided a nice pamphlet giving that information.

My last category is the exotic--"do elephants have knees?" category of question. The Academy of Sciences again was able to help on that question and describe over the telephone where the knees are on an elephant. They do have knees, but they are located more in the vicinity of the hip region than where we usually think of knees being located. One book on the list, Osmond Breland's *Animal Life and Lore*, might help you answer some of these questions. BARC has had the question a couple of times about the man supposedly swallowed by a whale. We have a couple of articles in our information file on this subject. Reportedly, a man out whale hunting went overboard and was swallowed by a whale. When his buddies on the ship later captured the whale, he was rescued alive from the stomach of the whale. I noticed in leafing through *Animal Life and Lore* that Breland also discusses this story.

I have several things to say about the indexes on my bibliography. SFPL's Science Department has decided not to order the *Farm and Garden Index* because many of the periodicals are indexed in the *Biological and Agricultural Index*. The *Zoological Record* is the major resource for scientists in this field, and is quite usable by the layperson. It is technical, with species, subject, and geographical indexes. If you knew a new type of swallow was discovered in Kenya in 1972, this would help you find citations, but you must have some fairly specific information to search it.

As you can tell from many of the examples of questions I have given, BARC is extremely fortunate in having the resource of the California Academy of Sciences. Your patrons can contact the Academy on their own, but if they are not in a hurry for the information it would be preferable if they sent their questions through your library to BARC.

The other possibility for referral for biological questions is the National Referral Center for Science and Technology. Their *Directory of Information Resources in the U.S.; Biological Sciences* is listed on your bibliographies under U.S. Library of Congress.

* * *

BIRDS, BEES, DO ELEPHANTS HAVE KNEES?

A BIBLIOGRAPHY SELECTED TO SHOW THE VARIETY OF RESOURCES AVAILABLE FOR RESEARCH IN THE NATURAL SCIENCES

Alon, Azaria. *Natural History of the Land of the Bible.* Garden City, NY: Doubleday, 1978. $12.95.
Profusely illustrated book combines Bible references with the natural life of Israel.

Altman, Philip L. and Dorothy Dittmer. *Biology Data Book.* Bethesda, MD: Federation of American Societies for Experimental Biology, 1972. $40.00/ea.; $100/set.
Three volume compilation of reference data; tables, graphs, diagrams refer to 18,000 literature citations. For example, a table on life spans of various animals including man would give information on subject and also refer to sources.

Bailey, Liberty Hyde. *Hortus Third.* 3d ed. NY: Macmillan, 1976. (Revised and expanded by the staff of the Liberty Hyde Bailey Hortorium) $99.50.
-------. *Manual of Cultivated Plants Most Commonly Grown in the U.S. and Canada.* Rev. ed. NY: Macmillan, 1949. $25.00.
-------. *Standard Cyclopedia of Horticulture.* NY: Macmillan, 1935. $22.00/ea.; $65.00/set.
Basic works by the American botanist and horticulturalist.

Breland, Osmond. *Animal Life and Lore.* Rev. ed. NY: Harper, 1972. $12.50.
Nontechnical title on the curiosities of animal life.

Carlquist, Sherwin. *Island Biology.* NY: Columbia U. Press, 1974. $27.50.
Specialized text investigating the evolutionary patterns of island life.

Gray, Peter. *The Dictionary of the Biological Sciences.* NY: Van Nostrand-Reinhold, 1967. $22.50.
Defines over 40,000 terms.

-------. *The Encyclopedia of the Biological Sciences.* 2d ed. NY: Van Nostrand Reinhold, 1970. $32.50.
Over 800 articles by hundreds of biologists survey the biological sciences.

Grzimek's Animal Life Encyclopedia. NY: Van Nostrand Reinhold, 1972. $34.95/vol.
Thirteen large volumes provide extensive information on various species. Three separate volumes cover evolution, ethnology, and ecology. Many color drawings and color photographs illustrate the articles. Originally published in Germany, it was written in lay language as much as possible in the hope it would "disseminate knowledge of the animals and love for them."

The International Wildlife Encyclopedia. NY: Marshall Cavendish, 1969. £60.00/set.
Alphabetical from Aardvarks (Distribution and Habits) to Zorro (Obscure Relations) this set of 20 slim volumes includes many magnified and color illustrations.

Kingsbury, John. *Poisonous Plants of the U.S. and Canada.* 3d ed. Englewood Cliffs, NJ: Prentice-Hall, 1964. $21.00.
Thorough survey of the literature on poisonous plants and toxicology of plant poisoning in man and animals.

Larousse Encyclopedia of the Animal World. NY: Larousse, 1975. $50.00.
Articles by divisions of the natural world include articles on such subjects as how birds fly. Over 1000 colored illustrations.

Merck Veterinary Manual; a handbook of diagnosis and therapy for the veterinarian. 4th ed. Rahway, NJ: Merck, 1973. $13.25.
Covers animal care and diseases.

Peters, James Lee. *Checklist of Birds of the World.* Cambridge, MA: Museum of Comparativ Zoology, 1931-1962. (Museum pub. not in BIP)
15 volume catalog for ornithologists includes the normal range of the species and references to recently published works.

Romer, Alfred Sherwood. *The Vertebrate Story.* 4th ed. Chicago University of Chicago Press, 1959. $17.00.
Standard text on the comparative anatomy of vertebrates.

Smith, Roger. *Guide to the Literature of the Life Sciences.* 8th ed. Minneapolis: Burgess Pub. Co., 1972. $9.95 pb
Not a bibliography but a guide for the student or biologist describing what kinds of information sources are available.

Thompson, John. *Index to Illustrations of the Natural World; where to find pictures of the living things of North America.* Syracuse, NY: Gaylord, 1977. $29.95.
One volume index to illustrations in books which grew out of the author's card file kept over many years. Entry is by common name with scientific name index. The list of books indexed provides a good bibliography.

U.S. Library of Congress. National Referral Center. Science and Technology Division. *A Directory of Information Resources in the U.S. Biological Sciences.* Washington, DC. Library of Congress, 1972. For sale by Superintendent of Documents, U.S. GPO, Washington, DC 20402. Stock no. 3000-00060-9. $5.00 pb
This directory includes the areas of interest, holdings, publications, and information services available from institutions providing information on the biological sciences. Arrangement is by state, with a subject index.

Villee, Claude. *Biology.* 7th ed. Phila.: Saunders, 1977. $16.95.
Text emphasizes the human aspects of biology.

Young, J.Z. *The Life of Mammals: their anatomy and physiology.* Oxford: Clarendon Press, 1975. £8.75.
Textbook on biology of mammals includes many clear drawings.

Indexes--Bibliographic Serials

Bibliography of Agriculture. Phoenix, Oryx Press (previously published by National Agriculture Library, CCM Corp., and Macmillan Information) 1942- Monthly. Annual cumulation. $185/12 issues + $12.00 postage (U.S.)
Index to the literature of agriculture and related sciences based on data files of the National Agriculture Library.

Biological Abstracts. Phila.: Biosciences Information Service, 1926- . Semi-monthly. Cumulative semi-annual indexes. $1,270.00/yr.
Includes author, biosystem, generic, concept and subject indexes. Abstracts from over 5,000 periodicals published in over 90 countries. Titles are in original language; abstracts are in English.

Biological and Agricultural Index. A cumulative subject index to periodicals in the fields of biology, agriculture and related sciences. NY: H.W. Wilson, 1916- . Monthly except August. Annual cumulation. Apply to pub. for rates; sold on service basis.
Subject index to over 200 selected technical and semitechnical publications in English. (Formerly *Agricultural Index.*)

Farm and Garden Index. Mankato, MN: Minnesota Scholarly Press, Jan/Feb 1978- . Quarterly. Annual cumulation. $55.00/yr. includes annual cumulations.
We have not yet seen this. A brief review in "Special Libraries" Nov. 1978, p.454, indicates it provides access to over 100 agricultural and horticultural magazines.

General Science Index. NY, H.W. Wilson, June 1978- . Monthly except June & December. Annual cumulation. Apply to pub. for rates; sold on service basis.
This cumulative subject index to English language periodicals covers biology, botany and zoology along with other science subjects.

Zoological Record. London, Zoological Society, 1864- . Vol. 105-107 in Brit. BIP. £126.00/vol.
Over 6,000 journals and books are indexed in this bibliography of zoology. Several volumes cover various classes. At present there is a lag in publication (the 1973 Aves volume was published in 1978) but the publishers indicate they have undertaken an "active programme to speed up production."

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* * * * * * Phylum: Chordata, Class: Mammalia, Order: Carnivora, * * * * * *

* * * * * * Family: Felidae, Genus: Panthera, Species: Leo-Lion. * * * * * *

Compiled by Kay Roberts, BARC, 2/79

ORGANIZATIONS, ASSOCIATIONS

Anne Roughton

My topic today is how to research organizations, associations, agencies, institutes, etc. I will be talking about some of the books and methods which the BARC staff uses to find information about various types of groups.

First, I would like to mention a few of the items on my bibliography [follows p. 4]. The section on "General Directories" lists books which are either national or international in scope. Don't forget that *Alternatives in Print* and *Books in Print* are good sources for finding at least an address for an organization; they list publishers and many books are published by associations, institutes, etc. The *Directory of Associations in Canada* is good for local and regional groups as well as national organizations. I know you are all familiar with the *Encyclopedia of Associations* but I would like to stress its broad coverage. Be sure to read the preface of the book; over the years the scope of the *Encyclopedia* has grown. It now covers some foreign and international groups that have a large U.S. membership; it has some listings for profitmaking groups when that group's name sounds like a nonprofit agency; and it now is especially useful for locating citizen action groups, including many local ones (i.e., it lists the People's Law School which is a local San Francisco agency).

Don't forget telephone books; they are an excellent source for locating addresses of clubs, associations, et al.

I hope you are all familiar with Bowker's new reference book *Sources of Serials* which is a companion to *Ulrich's*. This international list includes 63,000 publishers, organizations, societies, etc., that publish serials; it gives addresses and tells what they publish.

The *U.S. Government Organizational Manual* is listed because occasionally a group called a center or an institute or whatever is actually a government sponsored agency. I worked on a question about an organization with a name something like The Children's Research Institute; it turned out to be a government agency. I found it by chance when I checked the Agency Index of the *Manual*.

Don't forget the *World Almanac;* it lists over 1000 U.S. associations.

The section of the bibliography listing "A few specialized directories" is there to remind you that hundreds of such books exist. These can be very useful, especially for finding local groups which are often difficult to locate.

Be sure to read the paragraph on the Foundation Center of San Francisco. This is an important nearby source for information about foundations. The staff is very friendly and helpful. The Center is open to the public.

Know your own reference collection. When you get a new reference book check it for association listings. Many reference books won't tell you on the cover or even in the table of contents that they contain lists of organizations, but nonetheless they will include such information. Some books are poorly indexed and it may be necessary to leaf through a few chapters to find references to, or lists of, organizations.

So, I've prepared this long bibliography which lists all these fine sources for finding information, but in fact most of the questions we get at BARC on groups and associations cannot be answered from any of these books. I would therefore like to mention some of the types of inquiries BARC gets and tell you how a few of them have been answered.

It is possible that an agency you're being asked about no longer exists. BARC had a question about the North American Association for the Preservation of Predatory Animals. We worked on this but could not find it listed anywhere. Finally, we called the Sierra Club; they referred us to the Friends of the Earth who referred us to the Environmental Defense Fund who referred us to the Ecology Center in Berkeley.

Along the way someone said,"The woman who founded that association now works for the Oceanic Society." So we called the Oceanic Society and talked with the woman. We learned the group no longer exists and that the wolves they had been protecting are now in the North American Wildlife Park in Battleground, Indiana.

BARC gets questions about fringe religious groups and cults. We had a question about the Creative Community Project. The patron thought it was associated with the Unification Church--that was just the clue we needed. The Project was easy to track down; it is one of the groups used for recruiting members into the Unification Church. For your information, SFPL's Literature Department has available excellent files of information on the People's Temple and on the Unification Church. Another source for information on religious groups and cults is the Program for the Study of the New Religious Movements in America which is located at Berkeley's Graduate Theological Union (2451 Ridge Road, Berkeley, CA 94709). They are collecting materials on all types of religious groups, i.e. Hindus, Buddhists, EST, the Unification Church, even those involved in witchcraft and the occult--the whole spectrum.

An organization you are looking for may turn out to be a business. BARC was asked for information about the American Sportsman's Club, and on another occasion for the address of the Air Cargo Research Institute. These both sounded like nonprofit associations but in fact were not. We finally found them by checking *Dun's Account Identification Service*, which is an expensive microfiche service listing 4 million U.S. businesses.

Sometimes a patron will ask for information about an organization without knowing its name. BARC was asked to locate a Bay Area group which converts small gasoline cars to electric cars. Nothing turned up until we checked the Science Department's information file. There we found the name of a man involved in this type of conversion and he in turn was involved with the project. Another patron wanted the address of a literary society in England devoted to the works of Dorothy Sayers. That was found by using a subject approach to the *Directory of British Associations*.

We get questions about local organizations. We were asked for information about a San Francisco group called "Coyote," an agency perhaps not familiar to persons outside the city, but well-known to all San Franciscans as the union of prostitutes founded a few years ago by Margo St. James. It was easy to provide information about this society. Anytime you think a group is San Francisco based, get right to BARC.

Sometimes a patron will want evaluative information about an organization. This type of information may be difficult to find in library sources. BARC was asked for a rating of the Institute of Children's Literature in Redding Ridge, Connecticut. We could not find such a rating and ended up writing to the Bridgeport (CT) Better Business Bureau which sent a one-page statement about the Institute. A patron wanted to know if the Good Samaritan Mission Services of Orlando, Florida was a legitimate charity; the Philanthropic Advisory Service of the Council of Better Business Bureaus Inc. (1150 17th St., N.W., Washington, DC 20036) provided a report.

One of my favorite examples of an organization question is a little offbeat. We worked on a question about a research space project called Wormwood. We checked the research center guides and scoured SFPL's documents collection and several other files but found no information about Wormwood. Finally we made a few phone calls, and a professor at UCB told us Wormwood was a fictional project mentioned in one of Pohl Anderson's science fiction books; he added that if an actual Wormwood project does exist, information about it is probably classified.

Happy searching!

* * *

Some Sources for Finding Information About
Associations, Clubs, Centers, Institutes, Societies, Projects, Agencies, Networks, Communities, Councils, Exchanges, Foundations, Unions, Fellowships and other groups

General Directories

Alternative America: A Directory of 5000 Alternative Lifestyle Groups and Organizations. Resources (P.O. Box 134, Cambridge, Mass., 02138) 1976. $4.00 pb.
An eccentric and not terribly accurate computer produced directory. Arranged by zip code. Information given: organization name, address and telephone number. Caroline House is publishing a new edition in 1979.

Alternatives in Print, 77-78. Edited by Social Responsibilities Round Table of the American Library Assoc. New Glide, 1977. $12.95; $8.95 pb.
Check back of book for "Address List of Social Change Publishers"; a number of these are organizations which have done some publishing. Lists address only.

Books in Print, 1978-1979. Vol. 4: Titles.
Directory of publishers at back of book lists many associations, institutes, centers, etc.

Cumulative List of Organizations Described in Section 170 (c) of the Internal Revenue Code of 1954. Revised to October 31, 1977. Dep. of the Treasury. Internal Revenue Service. GPO, 1978. $14.00. (Su Docs # T22.2:Or 3/977)
List of U.S. nonprofit organizations "with outstanding ruling or determination letters holding contributions to them to be tax deductible." Lists name of organization and city where located.

Directory of British Associations and Associations in Ireland 1977-78. 5th ed. CBD Research; distr. by Gale, 1977. $60.00.
Lists approximately 8,500 organizations of England, Wales, Scotland, Northern Ireland, the Irish Republic, the Isle of Man and the Channel Islands. Associations are listed alphabetically with a subject index.

Directory of Associations in Canada; Repetoire des Associations du Canada. 3d ed. University of Toronto Press, 1978. $45.00.
Very inclusive directory which lists about 9,300 international, national, regional and local groups. Alphabetical arrangement with subject index.

Directory of European Associations. CBD Research; distr. by Gale, 1976.
--*Part One. National Industrial, Trade and Professional Associations.* 2d ed. $65.00.
--*Part Two. National Learned, Scientific and Technical Societies.* $45.00.
Trilingual directory in English, French, and German. Includes organization name, address, telephone, membership, activities and publications.

Directory of Registered Lobbyists and Lobbyist Legislation. 2d ed. Marquis, 1975. $44.50.
Main section arranged by state and then alphabetically by name of lobbyist. Last 140 pages of book are one cumulative, alphabetical list of all organizations represented.

Directory of Washington Representatives of American Associations and Industry. Columbia Books, 1977. $30.00.
Lists 4,500 associations, labor unions, companies and other groups which have representatives or lobbyists in Washington, D.C. Information given: name, address, phone number and name of representative.

Encyclopedia of Associations. 12th ed. Gale, 1978.
--*Vol. 1. National Organizations of the United States.* $75.00.
--*Vol. 2. Geographic and Executive Index.* $55.00.
--*Vol. 3. New Associations and Projects.* Quarterly. Looseleaf. $65.00.
The best of the best. Lists over 14,000 organizations. In addition to nonprofit U.S. membership organizations of national scope the volumes now include: for-profit and nonmembership groups if their names or activities suggest that they are voluntary nonprofit organizations; foreign groups of interest to Americans; international groups which have a large American membership; some types of U.S. local and regional groups; citizen action groups, projects and programs. Read scope notes at front of Volume I for detailed explanation of volumes' contents.

N.B. The editorial staff of the *Encyclopedia* maintains extensive files. Users of the *Encyclopedia* whose needs are not met by Volumes 1 and 3 are invited to submit requests for additional data to the Gale Reader Service Bureau, Encyclopedia of Associations, Gale Research Company, Book Tower, Detroit, MI 48226; telephone (313) 961-2242. This service is free.

Encyclopedia of Governmental Advisory Organizations. 2d ed. Gale, 1975. $75.00.
--*New Government Advisory Organizations: Periodical Supplement.* $65.00.
"A reference guide to presidential advisory committees, public advisory committees, interagency committees and other government related boards, panels, task forces, commissions, conferences and other similar bodies serving in a consultative, coordinating, advisory, research or investigative capacity." Format similar to *Encyclopedia of Associations.* Organizations arranged under broad subject categories. Alphabetical and keyword index to all organizations listed in book.

The Europa Year Book 1978., 19th ed. 2 vols. Europa Publications; distr. by Gale. $94.50/set.
Part one of Volume 1, pages 1-412, lists over 1,570 international organizations.

National Directory of Addresses and Telephone Numbers. Bantam, 1977. $9.95.
A sort of nationwide telephone book. First section is classified list of 50,000 agencies, associations, foundations, institutions, corporations, etc. An alphabetical arrangement of all entries follows. Information given: address with zip code, and phone number.

National Directory of State Agencies, 1976-77. Information Resources Press, 1976. $55.00.
Good source of information on state government agencies that are responsible for various services, problems, or areas of government.

National Trade and Professional Associations of the U.S. and Canada and Labor Unions, 1978. 13th ed. Columbia Books, 1979. $25.00.
Published annually. Lists about 6,000 national trade associations, labor unions, scientific or technical societies and other national organizations composed of groups united for a common purpose.

Telephone Books.
Look in white pages under name of organization (and variations), and in yellow pages under "Associations," "Clubs," "Labor Organizations," "Professional Organizations," etc.

Research Centers Directory: A Guide to University-Related and other Nonprofit Research Organizations. 6th ed. Gale, 1979. $85.00.
--will be supplemented by *New Research Centers*, an updating service. $70.00/yr.
Includes research institutes, centers, foundations, laboratories, bureaus, experiment stations, etc. Contains an Institutional Index; an Alphabetical Index of Research Centers; and a Subject Index. Format similar to *Encyclopedia of Associations.*

Sources of Serials. 1st ed. Bowker, 1977. $52.50.
Lists 63,000 publishers of 90,000 current serial titles. Companion volume to *Ulrich's International Periodicals Directory* and *Irregular Serials and Annuals*. Arranged by country, then alphabetically by name of agency. Information given: address, list of publications.

U.S. Government Manual, 1978-79. General Services Administration. Office of the Federal Register, GPO, 1978. $6.50. (Su Docs # GS4.109:978-79)
Check "Agency Index" at back of book.

The World Almanac 1979. Newspaper Enterprise Association, 1978. $6.95.
Pages 336-449 contain list of approx. 1,000 U.S. associations and societies. Information given: name, founding date, address, and number of members. The *Information Please Almanac* has four pages of associations.

World Guide to Scientific Associations and Learned Societies. 2d ed. Verlag Dokumentation; distr. by Bowker, 1978. $49.50.
11,000 listings. Each entry contains: name; shortened form or abbreviation; year founded; address; name of executive officer; number of members. Arranged by country with subject index. Price is high for a small (510 pages) book.

World Guide to Trade Associations. 1st ed. 2 vols. Verlag Dokumentation; distr. by Bowker, 1973. $52.50.
Arranged by country, with subject index. Information given: name, address, and telephone number.

Yearbook of International Organizations 1978. 17th ed. Union of International Associations; distr. by International Publications Service, 1978. $75.00.
Detailed information about over 4,000 international organizations and associations currently active.

A Few (of hundreds of) Specialized Directories

California Handbook: A Comprehensive Guide to Sources of Current Information and Action. 3d ed. Center for California Public Affairs, 1975. $18.50.
Lists over 5,000 organizations concerned with California public affairs, government and politics, business, social issues, environment, etc.

Conservation Directory, 1978: A List of Organizations, Agencies, and Officials Concerned with Natural Resource Use and Management. 23rd ed. The National Wildlife Federation (1412 Sixteenth St., N.W., Washington, D.C. 20036) 1978. $3.00 pb.
Includes U.S. governmental agencies, plus international, national, regional and local organizations.

Community Organizations of San Francisco. The S.F. Consortium, 1973. o.p.
Computer produced list, with alphabetical, geographical and topical access. Information given: name, address, phone number and services provided.

Directory of California Non-Profit Associations. Judy Yung and Mary Kasik. San Francisco Public Library, 1970. o.p.
Now outdated directory of 1200 nonprofit professional, trade, social service, educational, cultural and recreational associations located in California.

Directory of National Unions and Employee Associations 1975. U.S. Dept. of Labor/Bureau of Labor Statistics. GPO, 1977. $2.75. (Su Docs # L2.3:1937)
--*Supplement.* 1978. $2.10. (Su Docs # L2.3:1937/supp.)

Directory of Religious Organizations in the United States of America. Consortium; distr. by McGrath, 1977. $62.50.
Describes over 1500 organizations of all denominations working toward a religious purpose (including volunteer groups, foundations, fraternal societies and businesses). Arranged by subject category; indexed by association name.

Encyclopedic Directory of Ethnic Organizations in the United States. Libraries Unlimited, 1975. $19.50.
Lists 1,475 ethnic organizations. Information given similar to that in *Encyclopedia of Associations.* Useful because it includes many local groups.

A Guide to North American Bird Clubs. Avian Publications (P.O. Box 310, Elizabethtown, KY 42701) 1978. $15.00.
First of its kind guide to local clubs from Panama to Alaska.

Medical and Health Information Directory. Gale, 1977. $48.00.
Lists over 12,000 agencies, associations, institutions, services and publications in medical and health field. Lack of a single alphabetical name index makes book somewhat difficult to use.

Training and Development Organizations Directory: A Reference Work Describing Firms, Institutes and Other Agencies Offering Training Programs for Business, Industry and Government. Gale, 1978. $45.00.
Lists 985 organizations that offer continuing education workshops, seminars, or training programs in nondegree settings.

World Food Crisis: An International Directory of Organizations and Information Resources. Public Affairs Clearinghouse (Box 30, Claremont, CA 91711) 1977. $20.00 pb.

Foundations

California Registry of Charitable Trusts, 1315 5th St. & Capitol Mall, Wells Fargo Bldg., Room 443, Sacramento, CA 95814. Mail should be sent to Box 13447, Sacramento, CA 95814.
The Registry maintains a file on each registered charitable organization that holds property or does business in California except religious organizations, educational institutions and hospitals. It receives annually from each registrant a Periodic Report CT-2, which is available for public inspection. Along with financial data, the CT-2 lists all grants made by the foundation in the previous fiscal year. More than 2,000 California foundations file with the Registry.

The Foundation Center--San Francisco, 312 Sutter St., San Francisco, CA 94108. (415) 397-0902. Hours: 10 a.m.-4:45 p.m., M, Tu, Th, F; 10 a.m.-8 p.m., W. Open to the public.
The national Foundation Center has established a San Francisco field office that maintains a comprehensive library of information about foundations and other grant-making organizations. The collection covers all foundations in the 13 Western states, as well as large national and regional giving foundations. The library also contains works about writing proposals, government grants, corporate giving, technical assistance, and other areas of philanthropy. The Center has foundation annual reports, IRS information returns, grant lists, and numerous foundation directories. Two staff members are available to assist patrons; a library orientation is held each Monday and Wednesday at 2 p.m. (advance reservations are necessary).

Guide to California Foundations. Prepared by the San Francisco Study Center. Northern California Foundations Group (Box 5646, San Francisco, CA 94101) 1978. $6.00.
Lists 439 California foundations. Contains clear, concise, detailed information on each foundation. Geographical and "primary interest" indexes.

The Foundation Directory. 6th ed. The Foundation Center; distr. by Columbia University Press, 1977. $36.00.

Biannual publication. Contains data on about 2,700 foundations with assets of over one million dollars or making grants of more than $500,000 annually.

International Foundation Directory. 1st ed. Europa Publications; distr. by Gale, 1974. o.p.

Includes information about 486 foundations around the world. Arranged by country with foundation name index. New edition coming out in 1979.

Another book which lists foreign foundations is: *Guide to European Foundations* (Columbia University Press, 1973).

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Compiled by Anne Roughton, BARC, 2/79

VEHICLE REPAIR

Vivian Kobayashi

The most common forms of vehicle repair questions are: 1) requests for information for specific parts of the vehicle and/or shop manuals and 2) requests for wiring diagrams.

Some of these requests are quite straightforward and can be handled with ease simply by turning to the BARC information file which has an accumulation of wiring diagrams or by using materials in the San Francisco Public Library collection, which has good coverage for cars dating from the 1950s forward.

I didn't select any specific examples to share with you but I'd like to pass along ideas and/or techniques that I find useful when I work on these questions.

First of all, I look at a question and attempt to gauge how complete the information is--How much information is crucial to the request and how accurate the information is. Sometimes I will look at a question and just feel that something is not falling into place. I feel that this comes through experience gained from becoming familiar with the tools and working on these types of questions. When things are not clicking I run a check through the tuneup specifications in *Motor's* or a source like the *Automotive Industries Statistical Issue* which is mentioned in the bibliography. [Follows p. 6] Doing this can be an immensely important timesaving step and can save you a lot of grief.

In some instances, this is all that needs to be done before copying any material. In other cases, the information provided by the patron does not seem to coincide with what you have been able to find or what I've been able to check. This is where I start wondering if the patron has all original equipment in the vehicle and it is at this point that I may either: 1) call the local authorized service dealer if I can locate one, or 2) contact you and see if you can get back to your patron for more information.

Cars, I find, are covered quite well in the published literature. Unfortunately, this is not quite true for trucks. If SFPL or BARC does not have the materials, there are a number of different sources that can be contacted. One of these is SCAN. They have helped us in the past, especially with information on older models. I have also found the service department staff at most auto shops to be quite helpful and knowledgeable about the older models. They can usually tell you almost immediately if there is someone in their shop who can help identify the vehicle, if materials are still available or suggest other places that you might contact.

Out of state sources include Harrah's Automobile Collection, the Free Library of Philadelphia, and the giant of them all, the National Automotive History Collection at Detroit Public Library. Access to the Detroit collection is provided in part by the published catalog, a 2-volume set published by G. K. Hall in 1966. I have used this publication for a number of different questions, including those which were not strictly repair questions. Although this was published in 1966 and is somewhat dated, it's worth checking to see what had already been collected at the time of publication. Very often, newer materials for a car and/or manufacturer have since been added to the collection. Replies from Detroit usually come back on a form letter with specific information on what's been found indicated on the back of the form. The form is essentially a checklist. They are very responsive and are accustomed to dealing with patrons and librarians from all over the United States.

Now, a brief word about road tests which are another good source of specifications. Some of you are already familiar with San Francisco Public Library's Science Department's road tests index, an index to road tests which date back to the early '60s and which ended in 1976. The list has not been verified and there are inaccuracies in it. As of 1976, the Science Department discontinued their inhouse compilation because *Auto Index* takes care of this rather nicely. *Auto Index* is included in your bibliography under "Automobiles--General Information."

The index started in 1973 and helps to locate information in two broad areas: 1) consumer related information and 2) maintenance and repair information. In order

to be included, articles must be of a certain (unspecified in the preface) length and substance. No references are made to articles which are: 1) of predominantly pictorial character; 2) very brief news items; 3) articles which are of a humorous nature. The index covers autos and only autos. It indexes 9 of the major magazines which cover cars. While the emphasis is on consumer and repair information, it also indexes other articles on personalities, racing and various technical areas. This publication is essentially a reproduction of a computer printout. The layout in recent years has improved tremendously and the generous spacing now makes it easier to scan and read.

One of the best sources for information is the shop manual, a very important tool. In some instances, these are the only items patrons will accept. They are available in several forms. Here at SFPL we have on microfilm shop manuals for some years for Chevrolet cars, Chevrolet trucks, and Ford trucks. In reprint form, there are manuals for some years for Dodge trucks. There is also a limited selection of original shop manuals.

Chevrolet and Ford shop manuals are available through Helm, Inc. which is located in Michigan. Helm offers both microfilm for older models and paper for the more current models.

The Letters to the Editor column of *Popular Mechanics* for April 1977 also gives manufacturers' addresses that you can write to for manuals and lists of technical literature. The manufacturers listed are AMC, Chrysler (including Dodge and Plymouth), Ford (including Lincoln and Mercury), Buick, Cadillac, Oldsmobile, and Pontiac.

The number of questions about tractors that SFPL receives is quite small and correspondingly, our collection is small and rather general. One of the sources we use is the F. Hal Higgins Library at UC Davis. Their address is given in the bibliography. They have an immense collection of a vast range of materials; the librarians are knowledgeable and helpful and I find that they do creative reference well--that is, they use all of their materials in trying to find an answer. Patrons can contact the Higgins Library directly and sometimes this is preferable because of the technical nature of their questions.

A couple of last words before I close. *Classic Motor Books Catalog* is a good item to look at to get acquainted with materials in this field. It illustrates the range of materials available for the people interested in vehicles of different types, not just those "classic" cars.

A specific manual may not always include the wiring diagram for the patron's car but sometimes can be found by checking a general manual. For example, if a Datsun manual does not include the specific wiring diagram, a manual on imported cars may include it.

If a car is no longer being produced, the manufacturer may have been absorbed by another company which may be able to supply the information or the literature. This is true of a manufacturer like NSU which produced the NSU Prinz, a German car which is no longer being made. NSU has been absorbed by the Volkswagen-Audi combine and the VW people can supply the information.

In the same vein, if a patron has a car with an unfamiliar name, and this can be particularly true of some of the older imported cars, it is possible that specs and information are available by cross checking recently printed manuals of manufacturers from the same country. This was the case where a wiring diagram for a car turned up in the manual for a manufacturer with a completely different name and of course was a serendipitous discovery. Where the car is an older import or the name is unfamiliar to you, you might want to ask the patron if he or she knows of any company absorptions or other possible names.

While I've been talking about larger vehicles, I do want to shift gears here and talk about the term "bikes." When you receive a request, be certain you know your patron means motorcycle if it is a motorcycle, or bicycle if that is what the patron has. We had a question recently about a "cross-county bike." It turned out that it was not a motorcycle as first assumed but a child's bicycle. Time will be saved if you know exactly what the patron has and avoid the confusing term "bike."

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GETTING IT IN GEAR

AUTOMOBILE, TRUCK AND TRACTOR REPAIR

SPECIAL SOURCES

BARC Information File
Contains wiring diagrams and pieces of repair information which BARC has accumulated.

Automobiles, Trucks and Tractors Repair Manuals Union List. Bay Area Reference Center, 1976.
--*Part One. General Repair Manuals*, rev. ed., compiled by Carol Coon (6/76)
--*Part Two. Automobile and Truck Repair: American and foreign cars and trucks*, rev. ed., compiled by Gilda Turitz (8/76)
--*Part Three. Motorcycles, Boats, Campers, Small Engines, Snowmobiles Repair Manuals Union List*, compiled by Carol Coon (8/76)
A listing of manuals held by 37 greater Bay Area public libraries.

Detroit Public Library. National Automotive History Collection. 5201 Woodward Ave., Detroit, MI 48202. (313) 321-1000 ext. 387. James Bradley, Librarian.
A very large collection of books, periodicals, sales brochures, photographs, shop manuals, etc. A 2-volume catalog (G.K. Hall, 1966) provides some access to the collection.

Free Library of Philadelphia. Automobile Reference Collection. Logan Square, Philadelphia PA 19103. (215) 686-5404.
Not as large as Detroit Public Library's collection, but worth checking, especially for early Ford technical information.

Harrah's Automobile Collection. Box 10, Reno, NV 89504. (702) 786-3232.
Researches questions for an hourly fee. Service is by mail only. Research request form is detailed and specific.

AUTOMOBILES--GENERAL INFORMATION

Auto Index. No. 1- , 1973- . Quarterly. David Frederick Plump, compiler. Multidex Computing Co., 7 Clinton Pl., Suffern, NY 10901. Quarterly with a year end cumulation. 1 year, $3.00; 2 years, $5.00; 3 years, $8.00.
Helps locate information in 2 broad areas: 1) consumer related information, 2) maintenance and repair information. Emphasis is on articles with utility and lasting value.

Automotive Industries. Monthly. Chilton.
Especially valuable for the "Annual engineering and specifications and statistical issue" now issued in April. Earlier years have this special issue in other months. (SFPL holds this title back to 1916.) This annual issue is useful for finding specications.

Chilton's Repair and Tune-up Guide. Radnor, PA, Chilton Book Co.
Series of individual books on American and imported cars. Includes wiring diagrams.

Classic Motorbooks Catalog. (P.O. Box 1, Osceola, WI 54020) Annual. $1.00.
Claims to be the "world's largest selection of automotive literature" for sale. Largest it may be, but comprehensive it is not. Among their offerings are U.S. and import car repair/maintenance manuals, histories of automobiles and of the industry, directories of museums, parts, accessories and restoration information. Includes a listing of auto clubs and organizations. Useful to become familiar with the materials in the auto world.

Dyke's Automobile and Gasoline Engine Encyclopedia. South Holland, IL, Goodheart-Willcox. An annual which is no longer published. In addition to automobiles and gasoline engines, covers trucks, buses and tractors. An amazing conglomeration of material with a good index.

Hirsh, John D. *The Super Catalog of Car Parts and Accessories.* NY, Workman Publ. Co., 1974.
"An encyclopedic directory of automotive sources." 1100+ listings of specialized suppliers, auto clubs, resources for technical advice and publications. Emphasis on U.S. suppliers. Somewhat dated now, but still useful.

AUTOMOBILES--AMERICAN

Chilton's Auto Repair Manual. Annual. Chilton Book Co.
Aimed at the novice. Brings information together in one place. Arranged by car manufacturers and then by model number. Covers 1971-1978. Chilton also published a 3-volume retrospective set (1940-1953; 1954-1963; 1964-1971) in the same format.

Glenn's New Auto Repair Manual. Chilton, 1961.
Aimed at car owners. Specifications for 1949-1961 American cars. Includes wiring diagrams for some cars.

Domestic Cars. Tune-up, mechanical, transmission service and repair. Mitchell Manuals, Inc., P.O. Box 80427, San Diego, CA 92138.
For the auto repair professional or those with some know-how. Identification is by engine size, number of cylinders, turbocharge, 2-, 4-barrel carburetor, rather than by year, make and model. Considered to have the best wiring diagrams and exploded views.

Hollander Auto-Truck Interchange (The bible of interchangeable automobile and truck parts) 12320 Wayzata Blvd., Minnetonka, MN 55343. Annual.
Tells what make and model car parts can be substituted if the specific replacement parts cannot be obtained. Each edition covers several years. Contains information on original factory installed (standard or optional) equipment parts numbers, interchangeability, listing of models that used each part mentioned.

Motor Auto Repair Manual. Annual. NY, Hearst.
A basic tool. Each volume covers several years. American cars except for a brief period in the mid '60s when Volkswagens were also included. Older volumes, dating back to the '30s and now out of print, are an invaluable source of information. No wiring diagrams, but the specifications are useful for verifying models and years.

Motor Automatic Transmission Manual. 6th ed. NY, Hearst, 1975.
American automatic transmissions, generally 1972-1975 and Volkswagens 1968-1975. Some diagrams may not photocopy because they are in color and are not coded by color name.

Motor Handbook. Annual. NY, Hearst.
Some information from *Motor Auto Repair Manual* and *Motor Truck Repair Manual* is repeated here. 55th edition, 1978, also includes imported car data, covering 1973-1978.

Motor's Wiring Diagrams for Passenger Cars. NY, Hearst. 1st ed., 1952. Generally 1941-1952; 2d ed., 1954. Generally 1946-1954; 3d ed., 1956. Generally 1950-1956.
American cars only.

National Service Data. Mitchell Manuals, Inc., 1968?
--Vol. 1. *Tune-up manual.*
--Vol. 2. *Mechanical manual.*
--Vol. 3. *Transmission manual.*
--Vol. 4. *Wiring diagrams.*
American cars only, 1959-1967.

AUTOMOBILES--IMPORTED

Chilton's Foreign Car Repair Manual. Chilton, 1971.
--Vol. 1. *German, Swedish, Italian cars.*
--Vol. 2. *French, British, Japanese cars.*
Covers the '60s.

Chilton's Import Car Repair Manual. 2d ed. Chilton, 1973.
Continues coverage of *Chilton's Foreign Car Repair Manual.* Covers generally from 1970, though some makes are covered from the '60s and Volkswagen coverage is from 1949-1973. Includes wiring diagrams.

Glenn's Foreign Car Repair Manual. Chilton, 1966.
Chilton's predecessor. Check *Glenn's* if information is not found in *Chilton's.* Covers most imported cars (claims to cover every major European car). Includes chassis wiring diagrams. Two editions, 1963 and 1966 are slightly different, so check both.

Hollander Foreign Car Interchange. Hollander, 1977.
Similar to the *Hollander Auto-Truck Interchange*, but the organization is different with each of the 25 car makes as the principal dividers. A general information section includes picture identification, engine identification, starting vehicle number and year identification. Index section for each car. Exploded illustrations for several makes detail the more important car parts.

Imported Cars and Trucks. Tune-up, mechanical service and repair. Annual. Mitchell Manuals, Inc.
For the professional mechanic. Covers most imported cars and mini pickups.

Motor Imported Car Repair Manual. 2d ed. NY, Hearst, 1976.
Format is similar to *Motor Auto Repair Manual.* Coverage in this edition is from 1960 to 1973.

AUTOMOBILES--SPECIAL TOPICS

Chilton's Auto Air Conditioning and Wiring Diagram Manual. Chilton, 1973.
Air conditioning service information and wiring diagrams, as well as chassis wiring diagrams for American cars, generally 1967-1972, and Volkswagens.

Chilton's Power Accessories and Wiring Diagrams Manual. Chilton, 1975.
Continues coverage of *Chilton's Auto Air Conditioning and Wiring Diagram Manual*, but expands areas discussed. American cars, generally 1968-1975.

Glenn's Foreign Carburetors and Electrical System Repair and Tune-up Guide. Chilton, 1965.
Includes sections on diesel and fuel injection. Great exploded views.

National Automotive Service, Inc. *Automotive Air Conditioning Service Manual.* Mitchell Manuals, Inc., 1974.
Covers American cars, generally 1966-1974.

Petersen' Specialty Publications Division. (Petersen Publishing Co., 6725 Sunset Blvd., Los Angeles, CA 90028)
Publishes a variety of large format paperbacks. Sampling of titles includes: *Basic Clutches and Transmissions; Complete Book of Engine Swapping; Complete Chevrolet Book; Complete Ford Book; Auto Restoration Tips and Techniques.*

TRUCKS

Chilton's Truck and Van Repair Manual. Chilton, 1976.
Covers domestic gasoline and diesel engine trucks and vans, 1970-1976.

Chilton's Truck Repair Manual (gasoline and diesel engines) Chilton, 1974.
Covers domestic trucks and vans, mid '60s to 1973.

Chilton's Truck Repair Manual (light and medium trucks) Chilton, 1971.
Coverage is American trucks, generally 1961-1970 and Volkswagen trucks, 1200-1600 series.

Hollander Auto-Truck Interchange (The bible of interchangeable automobile and truck parts)
See listing under Automobiles--American.

Imported Cars and Trucks. Tune-up, mechanical service and repair.
See listing under Automobiles--Imported.

Mitchell Manuals, Inc. *Light Truck. 1977.*
Tune-up Manual. 1965-1976.
Mechanical Manual. 1965-1976.
Transmission Manual. 1965-1976.
Chevrolet, Dodge, Ford, GMC, International, Jeep trucks.

Motor Truck Repair Manual. Annual.
Domestic trucks only. Each volume spans several years. Publication begun in mid 1940s. Broken down into 3 large sections: truck section, general service section, and stock and farm tractor engine specifications. For each, index of service operations; model index and engine application; general specifications, tune-up specifications. No wiring diagrams, but contains useful exploded views (especially in pages dealing with transmission).

TRACTORS

Brown, Arlen. *Tractor and Small Engine Maintenance.* 4th ed. Danville, IL, Interstate, 1973.
Expanded version of *Farm Tractor Maintenance*, this book was written for tractor operators, ranchers, farmers, teachers and students, anyone who owns or operates tractors and small engine machinery. Emphasis is on preventive maintenance.

Compact Tractor Service Manual. 2 vols. Intertec, 1975. (Technical Publications Div. of Intertec Publishing Corp., 1014 Wyandotte St., Kansas City, MO 64105)
Same format, style and approach as the *Small Tractor Service Manual.*

Dyke's Automobile and Gasoline Engine Encyclopedia.
See listing under Automobiles--General Information.

Gray, R.B. *The Agricultural Tractor: 1855-1950, development of the agricultural tractor in the United States.* American Society of Agricultural Engineers (2950 Niles Rd., Saint Joseph, MI 49085) 1954; rev. 1975.
Revision of *Development of the Agricultural Tractor in the United States.* (USDA, Agricultural Research Service, Agricultural Engineering Research Branch, Farm Machinery Section, Information Series, no. 107.) Limited technical information. Useful in tracing old tractor manufacturers.

Jones, Fred R. *Farm Gas Engines and Tractors.* 4th ed. McGraw, 1963.
Attempts to present a comprehensive, semi-technical treatment of farm tractor design, operation, servicing and maintenance. Not a "repair manual" per se, but it is useful in clarifying terminology.

Motor Truck Repair Manual.
See listing under Trucks.

Small Tractor Service Manual. 2 vols. 4th ed. Intertec, 1975.
Specifications, exploded illustrations, maintenance and repair information for a number of different tractors.

Implement & Tractor. Semi-monthly except January and March (3 issues) and July, December (single issue.) Intertec Publ. Co.
"The business magazine of the farm and industrial equipment industry." "Red book" issue (January) includes comparative, detailed specifications. "Product file" issue (March) is a directory and buying guide.

F. Hal Higgins Library of Agricultural Technology, Dept. of Special Collections, Shields Library, University of California, Davis, CA 95616. (916) 752-1621. Kathleen Cifra, Curator.
The Higgins Library, contains approximately 300,000 items on the history of agriculture and agricultural mechanization. The collections were accumulated by the late F. Hal Higgins, agricultural journalist. The materials provide a documentary history of the development of agricultural machinery, particularly in the United States although there is a representation of relevant European contribution. The rich collection includes books, agricultural periodicals, house organs, manufacturer's catalogs, photographs and patent literature.

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Compiled by Vivian Kobayashi, BARC, 2/79.

MEDICAL REFERENCE

Audrey Powers

Besides influencing reference in other subject areas, the consumer movement and the emphasis on assertiveness, self-direction and the right to know, have created pressure from patrons on librarians to provide medical information in lay language. In many libraries it was common practice until recently not to assist with medical reference, but to refer patrons to their physicians for information. At best librarians would point to the medical dictionaries. Medicine kept very tight controls over the dissemination of medical information. Recently, however, the trend seems to be for physicians to send patients to libraries to read about their ailments and courses of treatment.

There has been controversy in public libraries over medical reference, which presents some unique problems. Public librarians are NOT health professionals. We can't give advice, but we can provide good current sources and information from them. In some cases treatment is very controversial, as with certain areas of genetic medicine, treatment for so-called psychosomatic illness, and with such new treatments as the jejunoileal shunt bypass operation for obesity. Librarians must be careful to present all sides when there is a controversy. The seriousness of medical reference, always involving health and often even life or death, also gives us pause. Level of language presents another problem, but increasingly, materials on medical subjects are becoming available in lay language.

Associations and other organizations can be helpful in finding materials. There are organizations concerned with diabetes, heart, epilepsy and other diseases and areas of medicine. They provide free or inexpensive materials, in lay language, sometimes bilingual.

We've assembled a few items that may be useful to you. In your kit are 3 handouts that relate to my presentation: [not included in proceedings.--ed.]

1. "Selected List of Medical Reference Works for Public Libraries", a bibliography assembled by PSRMLS (Pacific Southwest Regional Medical Library Service, Biomedical Library, The Center for Health Sciences, University of California, Los Angeles, Los Angeles, CA 90024), and used with their permission. The list is excellent and has annotations. Note the "Patient Library Book List", put out by CHIPS, Consumer Health Information Program and Services, an LSCA project in Los Angeles County [Harbor General Hospital, 1000 W. Carson Street, Torrance, CA 90509]. They have published other bibliographies of medical materials in lay language on various topics. Copies are available from them.
2. Also in your packet is a PSRMLS handout on MEDLARS (the computerized medical data bases) and the services of PSRMLS, which include backup inter-library loan of medical materials and workshops for librarians. Contact them for more information.
3. The last item in the packet is a pamphlet describing TELMED, the telephone tape service which provides free medical information for the public on various health problems.

A few words about strategy with reference questions on medical subjects, and how BARC handles such requests...

San Francisco Public Library has a substantial medical collection, much used by BARC, including most items from the PSRMLS bibliography and from another useful PSRMLS publication "Reference Materials for a Health Science Core Library". BARC finds especially useful *Index Medicus*, *Abridged Index Medicus* (includes only English language materials), *Cumulative Index to Nursing and Allied Health Literature*, *International Nursing Index*, *Hospital Literature Index* and the medical journals, both general and specialized, that SFPL owns. The nursing literature is frequently written in less technical language, more intelligible to the lay person, and often has information on supportive treatment and home care.

When these fail, BARC frequently consults with medical librarians at Kaiser Patient Education Library in Oakland, at the University of California San Francisco (Medical Center), the Veterans' Administration Hospital and several others. Their

knowledge of the field and resources is helpful. Sometimes they photocopy and do computer searches of MEDLINE for BARC. Their regular advice is to have the patron/patient read the information, then make a list of questions and problems still of concern, and finally to consult again with their physician about these.

Perhaps I could say a few words here as a kind of an informational aside. There has been some misunderstanding about public access to the UCSF collection. The public CAN use the collection, including all open stack materials, but NOT class reserve, desk reference or similar materials. However, the library is not staffed to offer the general public the kind of reference assistance they receive in public libraries. Nearly all materials are technical, and staff members have no time to interpret them into lay language.

BARC has found area medical librarians to be supportive. You might establish a working relationship with cooperative medical librarians or other health professionals in your community. Their help with medical reference and evaluation of materials could be very valuable.

Here is a sample of recent BARC medical questions:

We were asked for information on incidence of miscarriage at high altitudes in the Bolivian Andes. The answer was found in the periodical *Population Studies*, in another journal *Human Biology*, and monographs on Indians and medicine.

How-to-do-it materials on cardiopulmonary resuscitation and emergency medical treatment were requested for a patron renewing certification. This was found via *Cumulative Index to Nursing Literature* and *Index Medicus*, also Red Cross and the San Francisco Fire Department, both of which give CPR classes.

Research on the influence of music on very early development of children was requested. We found this through the British Society for Music Therapy and the National Association for Music Therapy which publishes *Music Therapy Index*.

A bibliography of recent materials on midwifery was sought. We found this via a search of RLIN, formerly BALLOTS.

Information was requested on vidarabine, a new drug used to treat ocular herpes virus. This was found in various drug reference books and periodical articles located using *Index Medicus*, *Biological Abstracts*, and *Chemical Abstracts*.

A history of immunization programs in the U. S. was asked for. This was interesting because it came from a medical library which had little luck with a MEDLINE search. SFPL had several books and documents with good general historical information.

Detailed instructions were requested for lay people on how to do surgical procedures. The patron thought sailors' and explorers' first aid materials contain these. We found an emergency war surgery document from the U. S. Department of Defense. An explorers' organization sent BARC's inquiry on to the American Medical Association's Department of Health Education. Their surgeon replied that he had never seen such a book in 36 years of practice, nor had the organization's librarian. Both felt that it was a good thing there isn't one, and that modern technology has made it nearly impossible to get so far from civilization that such heroics are necessary!

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QUOTATIONS AND POEMS

Carol Zajchowski

The source list for this section [follows p.9] is only one page long, mainly because the materials in the area are not very good. If you're lucky enough to have the title or first line of your poem or if you have the poet's name, then you can use *Granger's*. But most of our poetry questions are middle lines or refrains, and our quotations are usually misquoted. If you happen to have an exact quotation or if you happen to know the name of the person who originated the quote, you usually have pretty good luck tracking down the source. But in most cases your quote is a little off and you're not working with the right terms, so they're much more difficult to search. The more quotes you work on, the faster you stop. Especially when all you have is the bare line to work with and you're not even sure what it means. And what I want to say today is that in all of the quote and poem questions I work on, the more information I have to work with the better. It really helps, for example, to have the context of the quote to work with--if you can tell that it's a sports quotation or a business quotation, or if it looks like a straight question but you know that it's really a joke or it's ironic. If you have those kinds of clues to work with you at least have a point to start from. Other things are valuable to know, like the source of the quotation. A lot of us on the staff are TV addicts and chances are if your patron has heard a poem on TV, we have also been watching the Johnny Carson Show; and maybe we have a little more information to work with. Also if you have any idea of the author of your poem or quote, SFPL has a good collection of concordances, and those are very easy to check. So give us as many clues as you can.

Over the years I have found that there are a few sources that are better than others. For example, in the last year I've been really looking at Ralph Woods' *Treasuries of the Familiar*. They have a handy "index to familiar lines"; and when you work on quote questions, that's what we're working with--familiar lines--not particularly accurately quoted, just "familiar." Another thing that I do is to write to various special sources, like *Ideals Magazine*. A lot of the poetry questions that we get are requests for inspirational poetry. As you probably know, the quote books and the poetry books like to index the classics. Most of our patrons come in with inspirational poetry, which is unindexed. *Ideals Magazine* has a good library and a very cooperative librarian, and sometimes they can come up with the text of poems that can't be found in traditional library sources.

Also we use Ash's *Subject Collections* a lot. When we have the author's identity we look in *Subject Collections* to see where the large collections of that particular person's work are and write to them. For example, the Yale Gertrude Stein Collection was able to tell us when Gertrude said a particular line.

Also we write to a lot of organizations, like the Baker Street Irregulars or the Lincoln Library in Indiana. Lots of times we get Sherlock Holmes quotations--people wanting to know "Is this from the original"--the canon, as they call it. Associations like this can usually tell you right off whether it is or not because they get that kind of question all the time. Another thing that we've been using recently that's been getting us some results is *BARC Notes*. We put our familiar words or our lines to familiar poems in and hope that someone has a copy of the poem or has heard the quote attributed to somebody.

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QUOTATIONS & POEMS:

SOURCES OF INFORMATION

PRINTED SOURCES

Evans, Bergen. *Dictionary of Quotations.* NY, Delacorte, c1968.
The first half of this book has quotes arranged in broad subject groups; the second half is an extensive(!) keyword index to the first.

Granger's Index to Poetry, 1904, 1918, 1940, 1953, 1962, 1973.
Coverage varies from one edition to the next; SFPL has all editions.

Shaw, John Mackay. *Childhood in Poetry.* 5v. Detroit, Gale, c1967.
"A catalogue, with biographical and critical annotations, of the books of English and American poets comprising the Shaw Childhood in Poetry Collection in the Library of the Florida State University." Arranged alphabetically by name of author, editor, or illustrator. Vol. 5 is a keyword index to titles and first lines.

Stevenson, Burton. *The Macmillan Book of Proverbs, Maxims, and Famous Phrases.* NY, Macmillan, c1948, 1968.
Quotes are arranged in subject order, with cross references and complete citations. Extensive index.

Woods, Ralph L. *A Treasury of the Familiar.* NY, Macmillan, 1948.
-------. *A Second Treasury of the Familiar.* 1950.
-------. *A Third Treasury of the Familiar.* 1970.
Covers prose and poetry. Author and title index, and "index of familiar lines."

CONCORDANCES.
SFPL owns many. If a patron has any idea of the identity of the author, these are very easy to check.

AGENCIES

Ideals Magazine, P.O. Box 1101, Milwaukee, WI 53201.
Collection is rich in inspirational poetry. Librarian is extremely helpful.

Special subject collections found in: Ash, Lee and Denis Lorenz. *Subject Collections.* 4th ed. NY, Bowker, 1975.
Useful for collections of particular types of literature and for author collections. Especially helpful for questions of, "When did X say...?".

G. & C. Merriam Co., 47 Federal St., Springfield, MA 01101.
Especially useful for quotes used in dictionary definitions and for definitions of new words not yet in dictionaries.

Organizations that use quotes extensively (without exact citations), e.g. Hallmark Cards, poster publishers.

Various organizations dealing with a person or group of persons, e.g. The Baker Street Irregulars, the Lincoln Library and Museum in Fort Wayne, Indiana.

Bay Area Reference Center. *BARC Notes.* (Published monthly)
"Help wanted...works in progress" column almost always brings response from readers.

Compiled by Carol Zajchowski, BARC 2/79.

WORDS AND MUSIC

Thos. S. Fowler

Closely related to the requests for quotations are requests for songs, usually arriving at BARC phrased, "Patron needs words and music for. . . ." The field is somewhat better documented than the quotations Carol was discussing because songs are usually more definite things than the inspirational poetry. Let me cite a few of the songs that have been requested lately. This represents a sampling drawn from the BARC question log, so I suppose this is an indication of the demand for words and music presented to the libraries of California. Here they are: Tangerine; Moonlight in Vermont; Hush, hush sweet Charlotte; See what the boys in the back room will have; Chattanooga choo-choo; Come back to Sorrento; Michelle, ma belle; Tumblin' tumbleweeds; In the mood; Lullabye of Broadway; Hawaiian wedding song; I left my heart at the stage door canteen, by Irving Berlin; Through a long and sleepless night; Old-fashioned love song; The road to Morocco; This old house; Heigh-ho, heigh-ho, it's off to work we go; Razzle-dazzle; My way. And so on. That's just a small sample from the last six months. You can tell it's a large category of questions BARC fills.

What's notable, I think, is what does not appear. Never in the past six months was there a request for a piece of lieder, for instance. No operatic selections, no art songs by Schumann. They're all pop hit tunes, maybe movie or Broadway nostalgia items. We approach this through four sources, some of which are available to you, or you might want to develop these approaches in your own area.

Primarily we use San Francisco Public Library's extensive sheet music collection. It dates back to the early years of this century and a little into the last decades of the last century. It's approached through an index generated inhouse. The index is by song title. That makes it a little difficult to use if your patron remembers only the first line of the chorus. But there are some indexes that help us, sometimes, over that hurdle. We also make heavy use of SFPL's collection of song books and folio collections. The sheet music collection went downhill a little at the end of the 50s. The head of the Art and Music Department says she doesn't know why that was, but there has been a concentrated effort to take up that slack with the purchase of collections of music called typically, "Hits from the 50s," "100 favorite western songs," or the "Peter, Paul and Mary songbook" kind of thing. Those collections fill in what the sheet music lacks.

Those are our two first places to turn; the sheet music collection and the song book collection. The third source we rely on heavily is an out of print sheet music dealer with whom we have established a good working relationship. The name of the dealer is not listed on your bibliography [follows p. 11] because I do not want to be guilty of listing only one commercial source without listing others. But perhaps you could uncover a dealer or a collector in your own area and establish the same sort of relationship. We really would have a difficult time getting along without this generous and extremely knowledgeable woman.

The woman who owns the store I'm describing spoke at the 1973 BARC workshop called The Lively Arts. If your library has the proceedings from that workshop, you might enjoy reading her comments about herself and her store. She told how she got started in the business, how her collection was developed, and she described the size of her collection today. It's big. Given the size of her collection, her knowledge of the history of popular music, and the fact that her store is only a short walk from our office, you can tell that BARC has a most valuable resource right at our doorstep. She's always happy to lend us any piece of music we're looking for. If we need a song that SFPL doesn't hold, we call our out of print dealer friend. If she owns a copy, she lends it to us, we bring it back to our office to make two photocopies. One is sent to you for your patron. The other is added to SFPL's sheet music collection. The original is returned to the dealer. Both she and we feel there is no violation of copyright involved. She contacted the

Copyright Office and was told that our practice seemed to be within fair use provisions.

Sometimes the most valuable assistance we gain from this dealer is from her memory. We can toss a bit of a song to her, just as your patrons imperfectly recall the song or its subject, and very often she knows what we're looking for.

For that music we discover to be in print, but not held by SFPL, we telephone an in print sheet music store. In this case we do not purchase the sheet, nor do we photocopy that which is in print. We send purchase information to you for your patron.

So those are the four means by which we most often approach requests for words and music. The approaches to the collections of music are listed on the bibliography. They're those very, very familiar tools. Usually you will already have checked these before sending the question to us.

There are a few other libraries we turn to when all else fails. We ask for help from the California State Library for anything to do with California in song. State bird, redwoods, Sierras, state flower, that sort of thing. Frequently the California Section there has collected the song and sends us a copy to send to you. Oakland Public Library, San Jose Public and Los Angeles Public Library all have developed sheet music collections. We call on them when we can't turn up something at home. Often we think of asking for help in *BARC Notes* as a last resort, but as Carol mentioned with the quotations, that call for help often brings the best results.

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WORDS AND MUSIC

PATRON RECALLS A SONG SHE SANG AT SUMMER CAMP...

British Broadcasting Corporation. Central Music Library. *Song Catalogue.* 4 vols. London, BBC, 1966. £12.60.
--Vols. 1-2. *Composers.*
--Vols. 3-4. *Titles.*
Lists printed and manuscript materials in the BBC's vast collection.

Cook (J.B.) & Co. *Finding List of Vocal Music.* Rochester, NH.
SFPL holds 1966, 1968. No further were published. Indexes song titles in more than 700 folios and books compiled by 60+ publishers.

Cushing, Helen Grant. *Children's Song Index.* NY, Wilson, 1936. $43.50.
An index to more than 22,000 songs in 189 collections comprising 222 volumes. Very similar in organization and format to Sears's *Song Index*, but with subject entries.

DeCharms, Desiree and Paul F. Breed. *Songs in Collections: an index.* Detroit, Information Service, 1966. $38.00; paper $11.00.
Indexes 9493 songs in 411 collections, with separate sections for composed songs, anonymous and folk songs, carols, and sea chanties. Lists by title and first line. Includes author index.

Folio-Dex; vocal, organ, piano & guitar finding list. Loose leaf insert service. (Folio-Dex Co., 4728 King Rd., Loomis, CA 95650) $87.50/yr.
Indexes popular song book (folios) collections by title of song. Second section lists folios indexed and gives contents of each. Most useful for very current popular music.

Havlice, Patricia Pate. *Popular Song Index.* Metuchen, NJ, Scarecrow Pr., 1975. $30.00.
Indexes 301 song books published between 1940 and 1972. Many are reprints of early 20th century publications. Songs listed by title, first line of song, first line of chorus. Also a composer and lyricist index.
_____. 1st supplement. Scarecrow, 1978. $15.00.

Hodgson, Julian. *Music Titles in Translation; a checklist of musical compositions.* Hamden, CT, Linnet Bks. (Shoe String) 1976. $17.50.
Lieder, operatic selections, and selections from large classical works. Alphabetical listing of 14,000 entries representing 7000 compositions in Western music. Gives alternative language titles for well-known works.

Leigh, Robert. *Index to Song Books.* Stockton, CA, Author, 1964. $12.50.
Title index to over 11,000 copies of almost 6800 songs in 111 song books published in the U.S. between 1933 and 1962. Intended as a partial continuation of Sears's *Song Index.*

Sears, Minnie Earl. *Song Index.* NY, Wilson, 1926.
_____. Supplement. NY, Wilson, 1934.
Currently available in 1 volume at $35.00. Basic volume indexes more than 12,000 songs in 177 song collections comprising 262 volumes. Supplement indexes more than 7000 songs in 104 song collections comprising 124 volumes. Contains titles, first lines, authors' names, and composers' names in one alphabet. Each song indexed fully under its title, with added entry under composer and author, and cross references from 1st line and from variant or translated titles.

Compiled by Thos. S. Fowler, BARC, 2/79.

COLLECTIBLES & ANTIQUES

Sandra Drissen

It's in the air--they're everywhere: collectors seeking their collectibles. The ink was just drying on the lists compiled for your kits when it began to seem that everything I picked up in the past week had something more to offer on the subject. For example--I recommend to you the February 1979 issue of *House Beautiful* which contains an article by Ralph and Terry Kovel, antiques authorities and authors of *Kovel's Complete Antiques Price List* on your bibliographies [follows page 13]. The article, entitled "How to Invest in Collectibles," is logically subtitled "by staying one step ahead of the crowd." This article contains a list of their "rules" for collecting, and offers sound advice. Another writer has contributed to the same issue an article "For the Passionate Collectors: a guide to hot items you can buy." Cheap collectibles felt to be worth buying include "Star Wars" cards in series, and robots--very up and coming at $2 to $20.

Reading the newspaper over someone's shoulder on the bus (an irritating habit of mine, although I never rest my chin) I spied a recent issue of the *San Francisco Examiner* giving a full page spread to "Collectibles: one man's junk is another man's joy." This, upon closer examination (I waited until I got to the library and refrained from tearing the paper from his hands) turned out to be largely a lift from the *House Beautiful* articles, but it did mention a book I missed. It was Nelly Hudson's *Antiques Hunting in the Bay Area and Northern California.* It's listed in BIP (1978, $4.95). You need only note the author's name--Nelly Hudson--if it sounds of interest. The table of contents would seem to cover a multitude of miracles ....A short introduction to the subject and a brief bibliography with the bulk of the book being a directory. It lists antiques and collectibles stores by location, from Alameda to Yuba City; repairs and restorations; appraisers; antique shows; clubs, classes, tours, instruction; auctions and auctioneers; flea markets; indexes to stores by specialty. It doesn't always deliver in the depth and breadth you might expect, and I would recommend you have a look at this copy if it sounds interesting.

Last night while calmly bolting a bowl of chili and checking the jokes in the recent *New Yorker* to calm my nerves for today, a section from "The Talk of the Town" column leapt forward--"A quick tour of the antiques and memorabilia show at the Statler Hilton." Sheet music, shawls, umbrellas, plates, tokens, Betty Boop items, Art Deco--they do sound familiar.

My bibliography has its focus on collectibles rather than antiques, although the term antique (meaning something over 100 years old) has been sullied and tends now to be used interchangeably with the term "collectible" by the nonpurist. While BARC tends to get the collectible type of question from you, I will briefly mention some expensive sources available at SFPL for the more pure of heart. These are not on your list and I think there is no need to remember specific titles, just an awareness that we have items like: *The Annual Art Sales Index* with monthly supplements; *Art-Price Annual; Art Prices Current; World Collectors Annuary; International Auction Record; Art/Antiques Investment Report; International Art Market.* These sources provide a listing of sale prices at major auctions throughout the world and cover paintings, drawings, furniture, sculpture, fine jewels...the finer things.

But for what we fools collect (and here is what this fool collects--Little Luluiana [Ms. Drissen displays a plastic coin bank made to look like Little Lulu]; let me know if you have any) sending for the sample catalogs listed at the end of your bibliography may be more to the point. These will quickly acquaint you with the myriad of books on collectibles, many claiming to be official price guides. I can only say that while this is the question everyone wants answered--what's it worth--it is one which we can seldom answer. Many price guides are out of date, or don't give the going

prices in your geographic area, or don't seem to list that odd piece of silver-plate that your patron has in hand. Recommend to your patrons the obvious--that they check local shops, flea markets, read the want ads in newspapers which often have listings under antiques and sometimes mention prices. We are very grateful to San Joaquin Valley Information Center in Fresno for the two basic lists provided in your kits, "Current Prices for Antiques" and "Answer Columns for Antiques Questions." These are solid sources to recommend to your patrons. The magazines are filled with want ads and often quote prices. For someone seeking an appraiser, the *Membership Directory of the Appraisers Association of America* (on your list) is a source.

One thing we can do for you, with a little luck, is try to turn up other sources; a collector in the field or someone who can help identify an item. This is one sample question in which we were lucky enough to do this: "Patron would like to know the value of a cash register he owns, made by Osbourne around 1891-93. Also general historical information, not extensive." Kay Roberts worked on this one and her first report back went like this--"I have had no luck finding Osbourne. I have checked many books in the 707.3s and books on old country stores; SFPL's one title on cash registers--Marcosson: *Wherever Men Trade*; a BALLOTS check revealed no titles on the subject; checked *Reader's Guide; Antiques Trader Price Guide; Art Index; National Cyclopedia of American Biography* (I was surprised to find out that it indexes many old businesses); Victor S. Clark's *History of Manufactures in the U.S.;* Romaine's *Guide to American Trade Catalogs;* Kelley's *Business Founding Date Directory;* Moody's--SFPL's earliest vol.--1906; reproductions of old Sears catalogs." She also put in a call to San Joaquin to ask them to check their information file which is rich in the subject of collectibles. She wrote to an antiques store and she wrote to a collector in the field. She turned up the collector's name by using the San Francisco phonebook's Yellow Pages. Picking a current business at random under the heading "Cash registers" she was told they didn't have any information on antiques, but there was this man named Henry up in Oregon who was an authority on the subject. Her letter to the Hearth'n Hamper store in Marina Del Rey was returned as "not deliverable." SJVIS turned up a good article in a recent issue of *Acquire* magazine entitled "Collecting Cash Registers." This article mentioned Osbourne as a brand name, but only in passing. It also said "In sum, there are no catalogs or price sheets. The collector can expect to pay at least $200 for an unrestored example." With Henry, she struck pay dirt. Here was a man who knew what he was talking about. His letter included the information that there was little on registers other than those made by National. He did know about the Osbourne Company. He knew when it began and he had a copy of early patents. He also knew the date when it seemed likely that NCR bought them out. He went on to say that he had in his own collection a specimen Osbourne and had seen no others; in fact knew of only one other. He would be delighted to hear from our patron! He also said, "I will pass more information to you as it becomes available, as I am gathering information for a book on antique cash registers. I would place an arbitrary retail value of the patron's machine at $350." We sent Henry a copy of the article from SJVIS for his information; we sent SJVIS Henry's name as a resource, and we hope the patron contacted Henry. It isn't often that we make such solid connections, but we are delighted when it does happen.

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COLLECTIBLES AND ANTIQUES

BARC FINDS USEFUL*...
(*There are many other sources; let us know your favorites)

Generally

Doherty, Evie, ed. *Antique Shops and Dealers in the United States.* NY, Crown, 1976. Paper $7.95.
Lists nearly 8,000 shops alphabetically by states and cities within. Indexed by specialty. Individual listings include types and periods, specialties and if appraisal service is available. Many shops bound to be missed, but a place to start.

Dorn, Sylvia O'Neill. *The Insider's Guide to Antiques, Art and Collectibles.* NY, Doubleday, 1974. $7.95. Paper (Cornerstone) $3.95.
Exposé of the collecting world covers the ins and outs of looking, buying and selling. ("Limited editions and limited values.") Discusses 43 of the most common fields of collecting (art glass...oriental rugs...stamps...toys) listing do's and don'ts for each. Sound advice.

Franklin, Linda C. *Antiques and Collectibles: a bibliography of works in English, 16th century to 1976.* Scarecrow, 1978. $37.50.
The author, an antique collector, lists over 10,000 English-language books, pamphlets, exhibition catalogs, theses, and periodicals published from the late 1500s to 1976. 33 broad subject categories. Wide-ranging coverage--typewriters, keys, games, instruments, greeting cards, furniture, glass. (Reviewed WLB, Dec. 1978, p.347; Antiques J., Jan. 1979) On order SFPL.

Phipps, Frances. *The Collector's Complete Dictionary of American Antiques.* NY, Doubleday, 1974. $25.00.
Covers furnishings made or imported for use in the U.S., 1640-1840. Broader range of materials than many other dictionaries: weights & measures; utensils; tools; nomenclature of crafts, trades and professions; early formulas for cleaning; repairing.

Porter, Arthur and Elizabeth Taylor, eds. *Directory of Art and Antique Restoration.* San Francisco, 1975.
While not listed as in print currently, a useful item listing artisans throughout the U.S. who repair and restore antiques and art objects. Five basic categories: Antique Restoration, Art Restoration, Parts, Restoration & Repair Services, and Repair of Specific Items.

Specifically

Baker, Stanley L. *The Railroadiana Collector's Price Guide.* NY, Hawthorn, 1977. Paper $4.95.
Prices arrived at by studying what is being charged at antique shows, shops, auctions, ads, mail order lists and collectors. Advertising souvenirs and posters; baggage checks; buttons; date nails; lanterns; sheet music and toy trains are a few items covered.

Bryant, Sylvia, comp. *Advertised Prices of Dolls.* 1208 N. Meade Ave., Colorado Springs, CO 80909. $4.50.
Information is compiled from advertisements in four magazines--Hobbies; Antique Trader; Collector News; Kimport Dolls. Prices are from late 1973 to Sept. 1974.

Chapel, Charles Edward. *The Gun Collector's Handbook of Values.* NY, Coward, 12th rev. ed., 1977. $17.95.
Standard reference work for monetary values of firearms. Lengthy coverage of American firearms and shorter chapters on foreign. Good bibliography. SFPL has older editions 3rd-6th and 10th-12th.

Dennis, Landt & Lisl. *Collecting Photographs; a guide to the new art boom.* NY, Dutton, 1977. $12.95. Paper $6.95.
For the serious collector--advice on how to begin, where to buy; what to look for in a photograph; what to be careful of; who collectible photographers are. Bibliography; publications in the field; galleries and dealers in U.S. and around the world.

D'Imperio, Dan. *The Country Antiques Companion.* NY, Dodd, Mead, 1977. $8.95.
A to Z arrangement. Almanacs...bellows...carpet beaters...woolwinders. Does give an approximate value guide for most entries (e.g. pitchfork, wooden, three tines--$45).

Donson, Theodore. *Prints and the Print Market.* NY, Crowell, $17.95.
Comprehensive guide for those owning fine prints or who wish to buy or sell. Signatures; limited editions; spurious prints. Guide to public print institutions; print clubs and societies; directory of print publishers, conservators, restorers, dealers and galleries.

Gilbert, George. *Collecting Photographica: the images and equipment of the first hundred years of photography.* NY, Hawthorn, 1976. $19.95.
Likely sources of photographica; addresses of major dealers and organizations; bibliography; guide to museums; appendices to assist in identification of vintage cameras.

-------. *The Photographica Collector's Price Guide.* NY, Hawthorn, 1977. Paper $4.95.
Not seen, but listed in current BIP and worth investigating if your collection feels the need in this collectible area.

Hake, Theodore L. *Political Buttons; vol. 2, 1920-1976.* York, PA, Hake, 1977.. $25.00. Paper $18.00.
Vol. 1 covered 1896-1972, but is no longer listed in BIP. Vol. 2 includes some revised prices for Vol. 1. (See BIP for Vol. 3 covering 1789-1916!) Full color illus. with retail price for each. More than 4,000 buttons.

Hamilton, Charles. *The Book of Autographs.* NY, Simon & Schuster, 1978. $12.95.
Contains autograph lore (Most sought-after--Abraham Lincoln) and alphabetical listing from Hank Aaron to Emile Zola. Hamilton has written a number of popular books on the subject and BIP should be consulted for other titles.

Jewell, Brian. *Veteran Sewing Machines.* NY, A.S. Barnes, 1975. $7.95.
History; how and what to collect; directory of marks, inventors, and manufacturers. A chronology of the sewing machine with serial numbers.

Klamkin, Charles. *Railroadiana: the collector's guide to railroad memorabilia.* NY, Funk & Wagnalls, 1976. $10.95. Paper $5.95.
A popularly written introduction. Illustrates a wide variety of collectibles, but no attempt to classify or catalog and no further leads to dealers or societies. Timetables; uniforms; dining-car items; calendars; signs.

Kovel, Ralph & Terry. *Collector's Guide to Limited Editions.* NY, Crown, 1974. $9.95.
Plates; figurines; ingots; paperweights; medals (Franklin Mint and others). Reasoned intro. about the ltd. edition as "instant antique" and how to judge a company.

Liu, Alan J., ed. *The American Sporting Collector's Handbook.* Chicago, Follett, 1977. Paper $5.95.
Wide range from original art, federal and state duck stamps, fishing rods, lures, flies, arms, knives, ammunition, decoys to books. Sample values given along with warning that they vary and change.

Lorentz, H.A. *A View of Chinese Rugs: from the seventeenth to the twentieth century.* London, Routledge & Kegan, 1973. $57.95.
A very specialized book--a fine work on a subject that "has not received a fraction of the attention that has been paid to [carpets] from the Near East." Expensive, but available at SFPL.

Martells, Jack. *The Beer Can Collector's Bible.* Matteson, IL, Great Lakes Living Press, 1976. $19.95.
3,400 beer cans, in color, arranged in one alphabet by brand name. Covers 1930s to 1975--U.S. products. How to start collecting; restoring and displaying.

O'Brien, Marian M. *The Collector's Guide to Dollhouses and Dollhouse Miniatures.* NY, Hawthorn, 1974. $16.95. Paper $8.95.
Three parts--dollhouses; dollhouse miniatures; how to start a collection. Dealers, craftsmen, publications of interest. Not for identification, but for the collector beginning to explore the field.

Rawlins, Ray. *The Stein and Day Book of World Autographs.* NY, Stein and Day, 1978. $15.00.
"Signatures of the world's saints and sinners throughout history." Alphabetical arrangement--Abdul-Hamid II to Zworykin, Vladimir. Gives very brief biographical information with birth and death dates. No values.

Steinwedel, Louis W. *The Gun Collector's Fact Book.* NY, Arco, 1975. $10.00. Paper $5.95
A chronological history of firearms in narrative form. Excellent advice on buying and selling. Guns discussed are all antiques; modern guns (post-1900) are omitted.

Sugar, Bert, ed. *The Sports Collectors Bible.* Bobbs-Merrill, 2d ed., 1977. Paper $9.95.
Sports memorabilia with value guides. Trading cards; pins; postcards; autographs; matchbook covers; programs & scorecards; ticket stubs.

Sullivan, George. *Making Money in Autographs.* NY, Coward, McCann, 1977. $8.95.
From building a collection to selling it. Reproduces 200 signatures and provides a list of organizations, periodicals, and books of interest to collectors.

Taylor, John M. *From the White House Inkwell; American presidential autographs.* Tuttle, 1968. Out of print.
Explains why certain presidential autographs are particularly sought after and others are a glut on the market.

Care and Restoration

Encyclopedia of Antique Restoration and Maintenance. NY, Potter, 1974. Dist. by Crown. $12.50.
Encyclopedic format is strength. Arranged alphabetically by materials (e.g. wickerwork) and categories of antiques (e.g. clocks; coins; furniture).

Fall, Frieda. *Art Objects, Their Care and Preservation; a handbook for museums and collectors.* McGilvery, 1973. $17.50.
For the museum quality collector. Information on how to move valuable works of art. Little in the way of repair.

Taubes, Frederic. *Restoring and Preserving Antiques*. Watson-Guptill, 1976. Paper $6.95. Treating wood; gilding & silvering; worm damage to wood; restoring stone and stonelike materials; treating metals; restoring paintings. Step-by-step instructions. Written for the amateur collector.

Authentication and Appraisals

Send for: *Membership Directory*. Appraisers Association of America, Inc., 541 Lexington Ave., New York, NY 10022, 1978-1979. $3.00.
Alphabetical listing by personal name. Has subject index; geographic index.

Butterfield & Butterfield. 1244 Sutter St., San Francisco, CA 94109. 415-673-1362. Do appraisals--free and verbal only. Will tell you what price Butterfield would pay. Hours 10-12 a.m. and 1-3 p.m. every Friday. Recommend that patron call to verify hours.

Authenticating Service: Fine Arts Museum of San Francisco (formerly M.H. de Young). Golden Gate Park, San Francisco, CA 94118. Conducts clinic on last Friday of each month for European and American art; third Friday of each month for oriental art; last Friday of each month for graphics. Hours 10-12. Patrons should make appointments to bring their items by calling: European & American Art--415-558-2887; Oriental Art--415-558-2993; Graphics--415-558-2882. No monetary appraisals.

Catalogs To Send For

American Antiques & Crafts Society
Frame Avenue
Hanover, PA 17331

Collector Books
P.O. Box 3009
Paducah, KY 42001

Mid-America Book Co., Inc.
Leon, IA 50144

Wallace-Homestead Book Co.
1912 Grand Ave.
Des Moines, IA 50305

* * *

Compiled by Sandra Drissen, BARC, 2/79

ANSWER COLUMNS FOR ANTIQUES QUESTIONS

Some periodicals regularly feature columns to help readers answer questions about antiques
Answers may appear only in the publication; there will not necessarily be personal replies

AMERICAN COLLECTOR (Monthly)
"Q. and A.," American Collector, 740 Rush St., Chicago, IL 60611.
No instructions given. Should send a clear photo or drawing which will not be returned

ANTIQUE TRADER (Weekly)
"Ask Connie," The Antique Trader, P.O. Box 1050, Dubuque, IA 52001.
Questions and descriptions should be brief. Send sharp photo, which will not be returned. No personal replies. Monetary evaluations not given.
"A Picture's Worth," by Harold Holzer; to above address.
Questions on pictures and prints. Many columns on Currier & Ives and Abraham Lincoln pictures. Enclose a good glack and white photo.
"East meets West--exploring Orientalia with Sandra Andacht"; to above address.
Include clear black and white photo. Only selected letters answered. No values given.

ANTIQUES JOURNAL (Monthly)
"Ask Us," The Antiques Journal, P.O. Box 1046, Dubuque, IA 52001.
Send clear black and white photo, which will not be returned. No personal replies.
No monetary evaluations given.

COLLECTOR EDITIONS (Quarterly)
"Ask the Expert," Antiques Editor, Acquire Publishing Co., 170 Fifth Ave., New York, NY 10010.
Letters must be accompanied by a clear black and white photo and a stamped, self-addressed return envelope.

COLLECTORS NEWS (Monthly)
"Mick Scheib on Guns," Collectors News, Spokesman Press, Inc., Grundy Center, IA 50638.
Questions about firearms only. Send self-addressed stamped envelope for direct reply.
"Letters"; to above address.
General collectibles. No personal replies given. Will run letters judged to have wide appeal.
"Coin Wise" by Leon Lindheim; to above address.
Coin collecting.

EARLY AMERICAN LIFE (Bimonthly)
"Trading Post," Early American Life, Telegraph Press, P.O. Box 1831, Harrisburg, PA 17105.
No instructions are given in the column, but photo or drawing should be sent. This is the only column that attempts to place a value on the items.

HOUSE AND GARDEN (Monthly)
"Questions and Answers: Antique," House and Garden Reader Service, Conde Nast Building, 350 Madison Ave., New York, NY 10017.
No instructions given for submitting questions, but send a photo which will not be returned.

SPINNING WHEEL (published 10 times a year)
"Who Knows?", Spinning Wheel, Hanover, PA 17331.
Send photo and self-addressed, stamped envelope.

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CURRENT PRICES FOR ANTIQUES
General coverage

The following publications appear regularly, giving current prices for antiques and collectibles.

Kovel's Complete Antiques Price List. (Annual) Crown. $8.95.
The most comprehensive and useful of the price guides. For some items a brief history as well as prices is given. Subject headings might seem unusual to librarians.

Wallace-Homestead Price Guide to Antiques and Pattern Glass. Wallace-Homestead. 5th ed. 1978. $7.95.
Not as comprehensive as *Kovel's*, but includes more narrative and pictures. Frequent revisions.

Antiques and Their Prices, by Edwin G. Warman. Warman. 14th ed. 1978. approx. $10.00.
Similar to *Wallace-Homestead*, but includes an index.

Antique Trader Price Guide to Antiques. (Quarterly) P.O. Box 1050, Dubuque, IA 52001. $6/yr.
Each issue about 100 pages. Broad coverage. Some illustrations.

Antique Trader Weekly. P.O. Box 1050, Dubuque, IA 52001. $11/yr.
Excellent source for current prices. Each issue has a large section of classified ads for all types of collectibles.

Hobbies. (Monthly) 1006 S. Michigan Ave., Chicago, IL 60605. $10/yr.
Ads throughout the magazine give indications of current prices.

Antiques Journal. (Monthly) P.O. Box 1046, Dubuque, IA 52001. $7.95/yr.
About 2 pages in each issue devoted to prices. Each issue focuses on 6-10 categories. Each month's focus differs.

Spinning Wheel. (Monthly) American Antiques & Crafts Soc., Fame Ave., Hanover, PA 17331. $12/yr.
Ads at end of each issue.

Collectors News. (Monthly) Box 156, Grundy Center, IA 50638. $7.50/yr.
Similar to *Antique Trader Weekly*, but not so comprehensive.

American Collector. (Monthly) Real Resources Group, 13920 Mt. McClellan Blvd., Reno, NV 89506. $5/yr.
Ads at end of each issue.

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2/79

PLACE LOCATIONS

Tibby Storey

I chose this topic because I enjoy working on this type of question. I get a kick out of looking through old atlases and gazetteers. I want to make a couple of comments about my bibliography, which is the one called "Patron's great-grandmother was born in...," [follows p.15] before I go on. First of all, it's not comprehensive at all. It includes a few basics and the things I go to first when I have a "where is this town" question, but it doesn't mention things like the old Baedeckers or other travel guides or histories that I might eventually use if the books on the list didn't help. The other thing about the list is that at least half of the books on it are out of print. I apologize for this, but it's in the nature of this topic that old material is often the most useful.

What I've done is pick some of the questions I've worked on over the last year or year and a half to talk about. I'm going to start with searches for European towns. Incidentally, in my experience it seems that almost all questions like this have to do with either European or North American towns.

One of the most complicated questions I've handled, at least in terms of search strategy, came in like this: "Location of city or town in Europe. Patron wishes to visit her grandparents' home. She believes it is in Austria-Hungary. Copy of inspection card attached." Well, the problem was that the inspection card, which had been issued to the patron's grandfather when he left Bremen in 1910, was written in German script, and it was really impossible to figure out the spelling. I guessed some possible spellings and tried to find them in the 1906 *Lippincott Gazetteer*, in the Ritter's German gazetteer of 1883 and in the old 7-volume Vivien de Saint Martin French gazetteer, but that didn't work. So then I thought of writing to the National Archives to see whether they had passenger lists for ships, since I had the dates and ports of departure and arrival. But I couldn't read the name any better than the place, so I asked the librarian to get back to the patron to get the spelling of the grandfather's name (that was something I figured the patron would be sure to know). When I did that, I also asked whether the grandparents were naturalized, and if so, where. They sent me that, and although I did get information from the National Archives on getting copies of passenger lists (it costs money), I got my answer, or a lead to it, by writing to the clerk of the county in Michigan where the grandfather was naturalized. They sent me a copy of the petition for naturalization, and there was the name of the town, all neatly typed out. It was very exciting. So then I could go back to the French gazetteer, the Vivien de Saint Martin, and find an entry for the town, which was in Hungary. I still couldn't find it in any current gazetteers or on current maps, but I could pinpoint its location very closely, and I just hoped that it might still be around as a very small town. I asked the librarian to suggest that the patron send us a postcard, but nothing happened.

Another European town question came in as "Patron wants to know name of town now located in Romania, but before the first World War was either Freidorf or Friedorf and located in Hungary." Again using *Ritter's Lexicon*, I found 11 Freidorfs (and no Friedorfs) listed, and one of them was in Hungary, a village of 887 in the district of Temes at that time. This part of Hungary did become part of Romania after World War I. However, this Freidorf didn't show up in any later stuff that I looked at. So I called the Map Room at UC Berkeley, thinking they might have a map of Romania with more detail than anything available here at SFPL. Well, this was kind of embarrassing, but they located Freidorf in the Romanian gazetteer from the U.S. Board of Geographic Names. It's especially embarrassing because my next talk is on Documents. But anyway, it's a source owned by SFPL and I'd overlooked it. The gazetteer gave Freidorf's coordinates, which put it smack in the same place as a city called

Timisoara. The Map Room also had a 1941 map of Middle Europe which showed Freidorf 4 kilometers from Timisoara. What seems likely is that Timisoara grew larger and swallowed up Freidorf between 1941 and 1960, when the gazetteer was published, and that Freidorf had become a section of the larger city, which would explain why it didn't appear separately in current atlases or gazetteers.

Now I'm going to talk about some of the questions on U.S. towns. A patron was looking for Mount Pleasant, Missouri, and had a birth certificate dated 1902 to verify its existence. The town didn't appear in any of the standard current atlases or gazetteers or in *Bullinger's Postal and Shippers Guide*, but I did find it in *Colton's General Atlas* of 1859 and also in the 1906 Lippincott gazetteer. The funny thing was that in the Lippincott it turned up as Pleasantmount, not Mount Pleasant (don't ask me why I tried turning it around, but I did). I had just about decided that Mount Pleasant had changed its name to something entirely different when I happened to look at the *Rand McNally Standard Highway Mileage Guide*, and there it was. It's so tiny that it's not listed in the *Zip Code Directory*, but Rand McNally had it. That's why I put it on my list: it had Mount Pleasant when nothing else did.

Another question read, "Where is Mingo, PA? Patron's great-grandfather was born there sometime between 1826 and 1831. Patron wrote to Center Co., PA, thinking that town might have been in that county, and got reply that Pennsylvania did not have a town, Mingo." Believe it or not, Mingo wasn't in the 1854 Lippincott, Grambo gazetteer, but it was in the Vivien de Saint Martin French one, with the entry, "ou (or) West Conshohogken," describing the town as being 40 kilometers northeast of Philadelphia on the Schuylkill River. West Conshohocken, with slightly changed spelling, appears in current atlases, so it looked as if we'd found Mingo.

Another question was, "Patron needs to know if a Norfield, New York, existed around 1830. It should be near Elmira, N.Y. Also wants to know what county it was in if it did exist." I guess I was successful in answering this one, since I could not find anything at all about Norfield. The most definitive negative, to my mind, was that the town didn't appear in the 1830 census, and in the 19th century they always included very small settlements. But I also checked an 1841 history of New York which gave a separate history for each county, the 1854 Lippincott, Grambo gazetteer, and a federal report of Post Office revenues for 1831. No Norfield showed up, though I did find a Newfield, which was a town 25 or 30 miles from Elmira which existed then and which still exists. I sent the information about Newfield on, but I really didn't think it was the right place.

I just want to mention a question for which I used one of the items on my bibliography, *Nevada Ghost Towns and Mining Camps*. The patron wanted the location of Oro City, Nevada, which did not appear in any of the Lippincotts, the Ritter, the Vivien de Saint Martin, a book on Nevada by the Nevada Writers' Project, or a directory of Southern Nevada place names. When I finally found it in Stanley Paher's book I could understand why. It had been in existence for only one year--I think it was 1907-08--and has been totally obliterated. But if you want to visit its site, it was 4 miles east of Nevada State Route 31 at a point 10 miles south of Hawthorne.

One question for which I used the USGS topographic maps, which are listed in the bibliography, was to find the location of a bay in Florida. The patron had the name of the bay and thought it was probably on an island off the Florida coast, but couldn't verify it. I couldn't either, using material on Florida, gazetteers, atlases, or state maps. But because the patron had such a clear idea of where the bay might be, I could use the 7 1/2-minute quadrangles. The bay was right where the patron thought it was. The topographic maps are great for questions like this one, but they can only be used for finding locations when the possibilities are very narrow.

I'll close my talk with a report of a total failure of mine. Someone wanted to locate several places mentioned in Stephen Vincent Benet's poem "American Names": Lost Mule Flat, Blindman's Oast, Skunktown Plain, and Champmedy. I couldn't find any of them, even by writing to the Benet collection at Yale and by running it in *BARC Notes*. You can't always find the answer.

PATRON'S GREAT-GRANDMOTHER WAS BORN IN...

FINDING OBSCURE PLACES

BARC often receives questions which begin with the title of this bibliography. Frequently the patron is trying to trace family members and cannot locate a town which appears in family records, so he or she turns to the library for help. If the place was very small or, as is sometimes the case, located in an area like Eastern Europe where political change has occurred over the years, it may not appear on current maps or in standard gazetteers. These are some of the reference sources BARC uses in answering such "location" questions.

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These first few items are some of the basics--books which have frequently been checked already by the time a question gets to BARC. Access to older editions at SFPL has been very useful to BARC.

Columbia Lippincott Gazetteer of the World. New York, Columbia Univ. Pr., [1962] $100.00.
Successor to *Lippincott's New Gazetteer* (1855-1931), of which SFPL holds the editions of 1906 and 1922. SFPL also owns the 1952 edition of the *Columbia Lippincott Gazetteer of the World.* 1962 edition includes a 1961 supplement.

Rand McNally Commercial Atlas and Marketing Guide. New York, Rand McNally, annual (rental). $110.00/yr.
SFPL owns this title as far back as 1927 and has all years from 1955 on, under a special contract with Rand McNally. Normally available as a rental only.

Webster's New Geographical Dictionary. Springfield, MA., G. & C. Merriam, 1977. $14.95.
Revision of *Webster's Geographical Dictionary*, of which SFPL holds the editions of 1949, 1959, 1962-64, and 1966. SFPL also has the 1972 edition of the *New Geographical Dictionary.*

The following group is a selection of materials BARC finds most useful in locating obscure towns or villages in the U.S. and abroad.

Bullinger's Postal and Shippers Guide for the United States and Canada. Westwood, NJ, Bullinger's Guides, Inc., annual (rental). $75.00/yr.
Largest part of the volume is one alphabet by place name, regardless of state. Gives county and state in which place is located, as well as nearest railroad station.

Colton's General Atlas. New York, Johnson and Browning, 1859.
Has engraved maps of each state and of some larger U.S. cities. Considerable coverage of foreign countries as well. Includes geographical, statistical, and historical descriptions of each state and country.

Der Grosse Weltatlas. Leipzig, Bibliographisches Institut AG., 1937.
Emphasis on European countries. Has very good maps.

Lippincott, Grambo & Co.'s Gazetteer; a new & complete gazetteer of the United States. Philadelphia, Lippincott, Grambo & Co., 1854.
Includes post offices as well as larger villages, towns, and cities. Gives county in which located. Also covers geographic features, usually giving latitude and longitude.

Pergamon World Atlas. Poland. Wojsko Polskie. Sluzba Topograficzna. New York, Pergamon, 1968. $98.00. (avail. from Maxwell Scientific International, a division of Pergamon)

Detailed. Includes some places not found in the *Times Atlas of the World.* Translation of *Atlas Swiata*, prepared by the Polish Army Topographical Service.

Standard Highway Mileage Guide. Rand McNally. New York, 1978. $50.00.

Vicinity maps show very small towns which may not appear in other atlases. Covers North America with vicinity maps for larger U.S. cities. Must know state in which town is located.

Ritter's Geographisch-statistisches Lexicon. 2 vols. 7th ed. Leipzig, Verlag von Otto Wigand, 1883.

Good source for locating small European towns that may have changed name or country, etc.

Index-gazetteer of the World. London, Times Publ. Co., 1965; Boston, Houghton, 1966.

By place name, gives country, latitude, longitude. Refers to maps in the *Times Mid-century Edition Atlas* if the place was included there. Approximately 345,000 entries.

The Times Atlas of the World: mid-century edition. 5 vols. London, Times Publ. Co., 1955-59.

Lists many place names. Each volume covers a different part of the world. Alternative spellings of names often listed. Though this multi-volume set is out of print, a "comprehensive edition" in one volume, based largely on the plates of this "mid-century edition," is in print. (3d edition, Time Books, 1975. $75.00)

U.S. Board on Geographic Names. *Gazetteer.* Washington, Government Printing Office, No. 1- 1955-

Each number covers a different country. Gives latitude and longitude for places and geographic features such as rivers, mountains, etc.

U.S. Bureau of the Census. *Census of Population.* Washington, Government Printing Office. Decennial. (To be quinquennial beginning 1985.)

Early years useful for locating small, unincorporated towns. In the 19th century some places with fewer than 10 inhabitants were listed. Since 1950, an unincorporated place of fewer than 1000 persons is not included in the census lists. Must know state in which town is/was supposedly located.

U.S. Geological Survey. *Topographic Maps.* Reston, VT., Geological Survey [1882?-]

Useful for finding specific locations of places, geographic features, mines, etc., if approximate location is known. Each state covered by one index map that shows 7-1/2' and 15' maps available for that state. Index maps also list sales outlets for the maps. Mapping of the entire U.S., directed by law in 1882, has not yet been completed.

Vivien de Saint Martin, Louis and F. Schrader. *Atlas Universel de Géographie.* Paris, Hachette, 1912.

Excellent maps. Weighted in coverage toward Europe, but has fairly detailed maps of the U.S. and other non-European countries. Good index.

Vivien de Saint Martin, Louis and Louis Rousselot. *Nouveau Dictionnaire de Géographie Universelle.* 7 vols. Paris, Hachette, 1879-95.

------. Supplements 1 and 2. Paris, Hachette, 1897-1900.

Very complete. Especially useful for locating European towns no longer in existence. Gives brief description, distance and compass direction from larger towns and cities.

Following are examples of materials covering only a specific geographic area such as a state or a country. These are useful when more general gazetteers or atlases fail to answer a question.

Barnes, Will C. *Arizona Place Names.* Tucson, Univ. of Ariz., 1935. (Univ. of Ariz. *Bulletin*, vol. 6, no. 1)
Alphabetical listing of towns and geographic features, giving name origin, if known, as well as county in which located.

Paher, Stanley W. *Nevada Ghost Towns and Mining Camps.* Berkeley, Howell-North, 1970. $17.50.
Some ghost towns, especially those dating from the mining era, existed for such a short time that they do not appear in any standard gazetteers, but may be found in books such as this one.

Shirk, George H. *Oklahoma Place Names.* 2d ed. Norman, Univ. of Oklahoma Pr., 1974. $8.95.
Alphabetical listing of places.

The Survey Atlas of England and Wales. 2d ed. Edinburgh, London, John Bartholomew & Sons, 1939. £25.00.
Covers not only political divisions and towns, but geology, agriculture, etc. Great detail, with maps noting inns in rural areas.

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Compiled by Tibby Storey, BARC 2/79.

HOW TO....

Kay Roberts

Over the ten years of BARC's existence one of our most frequent questions has been for "how-to-do-it plans" or instructions for building or repairing something. This must mean it is a common question in public libraries, as it should be since self-education is one of the principle reasons we exist. The most impressive aspect of the questions we receive is the ambition many of our patrons have. They seem to be waiting to build just about anything from just about nothing, but they need some advice from the library first.

Regardless of whether the how-to-do-it project is fairly simple or very technical, the search strategy is basically the same. We have the information you have given us: a good explanation of what the patron wants to make, and what materials they plan to use; the patron's level of skills and the level of the project--for example, whether the patron wants to build a model covered wagon or a full scale covered wagon. One more helpful clue in searching is where the patron heard about the project. This could help us find instructions, and also let us know we are not searching for the project yet to be invented. It is very important to let us know what you have checked and what subject headings you used.

One of the first tools we might try would be the Library of Congress subject headings thesaurus to get a proper "handle" on the question and find out if there are books which might be helpful. Library of Congress headings can also be useful when checking bibliographies and indexes. The best luck I have had so far in the catalog at SFPL was with a request for building a model covered wagon. Under "Models and Modelmaking" I found a likely title: *America in Miniature: how to make models of early American houses, furniture, and vehicles*, which actually did have plans for building a model covered wagon. Unfortunately that doesn't happen often. BARC has also had a question on building a full size covered wagon which was answered with book and periodical information.

Two of the items on the bibliography [following p. 17] are useful in helping us make sure we understand what the patron is trying to make. We might check *The Way Things Work* before looking for more in-depth information on the project. Another work we would consult is the *McGraw-Hill Encyclopedia of Science & Technology*. I recently worked on a question asking how to build a cyclone dust collector. The library sending us the question had referred us to the *McGraw Hill Encyclopedia of Science and Technology*, which included an illustrated article about the dust collector, so I knew what I was looking for before I started. We might also be able to find further information from the bibliographies at the end of the articles in *McGraw-Hill*.

The first index we would probably go to is the *Index to Handicrafts*, which indexes books and periodicals not indexed by *Reader's Guide*. So for articles in *Popular Mechanics, Popular Electronics*, etc., we would have to check *Reader's Guide*. An example of a question BARC answered awhile ago through using this index was from a patron who remembered an automatic gate opening device she had seen on farms in Kentucky. She wanted to make a similar gate, using mechanical, not electronic, methods. The library sending us the question did not have the early volumes of *Index to Handicrafts*, and there we found a reference to a 1942 article in *Mechanix Illustrated* on the type of gate opener the patron wanted. We refer to this index as the *Index to Handicrafts* but the full title as given on your bibliography represents more of the scope of the indexing. There are also scientific projects and building projects included.

The next index we would probably use would be *The Index to How To Do It Information*, which indexes several periodicals not covered by *Index to Handicrafts* or *Reader's Guide*. After this index we would probably try another periodical index,

trying to think in terms of what periodicals are indexed and not just the subject implied by the title. BARC once had a question on building a sliding ladder. The librarian thought of the architecture periodicals indexed by the *Art Index* and was able to find an article complete with plans for building the ladder.

Education Index can be useful for shop, crafts, and industrial arts since it indexes vocational education periodicals. Now we have some books on making knives, but when BARC first had that question the best information we could find was an article in *Industrial Arts & Vocational Education* found through checking the *Education Index*. We also use *Applied Science and Technology Index* and *British Technology Index*. *Applied Science and Technology Index* was helpful for technical information on my question on the cyclone dust collector. The *Index to Science Fair Projects* can be very helpful because if you can find your project, the article will be just the kind of practical do-it-yourself advice our patrons are usually looking for. Using this index I found an explanation of how to build a dust collector in a book of air pollution experiments. Unfortunately it was not a cyclone dust collector!

ACCESS can be a useful index since it includes periodicals such as *Mother Earth News* and *CoEvolution Quarterly* in which you expect to find do-it-yourself information. I recently found instructions on how to build a brick bake oven using this index; the surprise was that the article was in *Yankee*, a humor periodical located in our Schmulowitz Collection of Wit and Humor.

If we have not located any book or periodical information we would try nonlibrary sources. We might write to a magazine or association or expert in the field. We recently had a question on how to build a dogsled for racing. The *Whole Earth Catalog* indicated a periodical on dogsledding called *Team and Trail, the musher's monthly news*. They responded to our inquiry by sending information on a publisher of dogsled books, including a publication on sled plans. Some magazines have printed our letters of inquiry and this brings letters from all over the country offering help and information. BARC once wrote to *Gas Engine Magazine* when we could not find information on repairing an antique engine. In response to the printing of our letter, the Lansing Public Library sent copies of information on the manufacturer from their historical files. The Early Day Gas Engine and Tractor Association sent copies showing how the machine worked. The most helpful repair information came from a man on Long Island interested in antique engines, who sent a 6-page letter describing how the engine worked. He included diagrams and drawings.

As a last resort, we might try writing to a manufacturer of the product for a catalog. This may include enough information for the clever or desperate do-it-yourselfer to use as a guide in his project. We have a small file of kits and plans in our information file; one catalog from the Rain Jet underground sprinkler people had several specific diagrams which could be used as a last resort for a patron wanting to do it himself.

I enjoy working on energy questions. It's nice to know that people out there are still interested in running their cars or stoves on wood, or alcohol, or hydrogen, methanol, electricity or methane. The most interesting part is talking to the experts in the field. I recently called several experts on hydrogen trying to find a project using solar energy to make hydrogen fuel to run a car. This was not a do-it-yourself project, although I expect it soon will be). All of the energy experts seem to get really fond of their choice; if it is methanol, then that's the only way to run a car. So when I called to ask about hydrogen I would get a lecture about methanol. (I did eventually find the solar-hydrogen car people.) In researching another energy question I came across a reference to experiments by Bechtel using wood for energy. I think that idea just about brings my talk full circle; our patrons are looking for sophisticated technical information and Bechtel is looking into wood.

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HOW TO.....

A SMALL SELECTION OF SOME OF OUR FAVORITE HOW-TO SOURCES

The Catalog of Kits, by Jeffrey Feinman. Morrow, 1975. pap. $6.95.
A directory to the thousands of companies in the industry and the more than fifty thousand kits they sell.

The Chemical Formulary, H. Bennett, editor-in-chief. Chemical Pub. Co. vols. 1-20, 1933-1976. $20.00 each. Cum. index to vols. 1-15, $26.50.
A collection of commercial formulas for making thousands of products in many fields.

Edmund's Catalog. Edmund Scientific Co., EDSCORP Bldg., Barrington, NJ 08007. Annual. $1.00.
Over 4,000 unique products for hobbyists, schools, and industry. Includes several kits.

Electronic Circuits Manual, by John Markus. McGraw, 1971. $33.50.
Over 3,100 modern electronic circuits, organized in 99 logical chapters. They are completely different from those in *Sourcebook of Electronic Circuits*. New chapters provide easy access to circuits for audio control, flashers, lasers, metal detectors, tachometers, etc.

Energy Primer: solar, water, wind & biofuels, edited by Richard Merrill et. al. Portola Institute, 1978. pap. $7.95.
A comprehensive, fairly technical book about renewable forms of energy. The focus is on small-scale systems which can be applied to the needs of the individual, small group, or community. Illustrations and articles describe the workings of solar water heaters, space heaters, and dryers, waterwheels, windmills, wind generators, wood burning heaters, alcohol stills, and methane digesters.

The Formula Book, by Norman Stark. Sheed Andrews and McMeel, 1978. pap. $17.85 for books 1, 2 & 3.
Hundreds of recipes containing instructions for making your own cosmetics, cleaning supplies, modeling clay, baking pan antistick, waterproofing matches and much more. Includes a complete description of the materials required and simple instructions.

Guidebook of Electronic Circuits, by John Markus. McGraw, 1974. $33.50.
Over 3,600 modern electronic circuits organized in 131 logical chapters. The circuits are completely different from those in *Sourcebook of Electronic Circuits* and *Electronic Circuits Manual*. A sample of circuits included are for auto theft alarms, burglar alarms, intercoms, modems, and sirens. Significant new circuits appear in chapters found also in the above mentioned books.

How-to-do-it Books; a selected guide. 3d ed. rev. Bowker, 1963.
A guide to the "know-how" books, pamphlets, government documents and other printed materials relating primarily to the nonvocational, spare-time recreational and homemaking activities of men, women and children. Arranged by subject with detailed index. Old but still useful!

Index to Handicrafts, Modelmaking and Workshop Projects. Paxon, 1936. $14.00. Supplement 1, 1943 and Supplement 2, 1950, $14.00 each; Supplement 3, 1965, $18.00; Supplement 4, 1966, $14.00; Supplement 5, 1975, $20.00.
Contains listings on the techniques and materials required to produce craft electronic, and workshop type projects. Also includes repair information and instructions for the use of many types of tools and equipment.

Index to How-to-do-it Information, compiled by Mary Lou and Norman M. Lathrop. Norman Lathrop Enterprises, annual. 1963-1969 cumulative index, pap. $15.00; 1970-1976, pap. $7.00 each; 1977, pap. $10.00.

A guide to "how-to" articles found in 25 magazines. The magazines indexed were chosen because they traditionally have a high percentage of "how-to" articles. Major areas of emphasis include: arts and crafts, automobiles, boating, electronics, furniture, hi-fi and stereo, hobbies, house and home, modelmaking, photography, radio, sports, television, tools, toys and games, and woodworking.

Kits and Plans, by Joseph Rosenbloom. 2d ed. Oliver Pr., 1975. pap. $3.95.

The catalogs of companies which supply kits and plans have been analyzed and their projects or products have been classed into an index of useful categories.

McGraw-Hill Encyclopedia of Science & Technology. 4th ed. 15 vols. McGraw-Hill, 1977. $490.00; to institutions $425.00.

A comprehensive encyclopedia covering all branches of science and technology. The visual aspects, illustrations and designs make this useful for "how-it-works" type questions. Kept up-to-date between editions by the "McGraw-Hill Yearbook of Science and Technology."

Mother Earth News. Mother Earth News, Inc., P.O. Box 70, Hendersonville, NC 28739. Bimonthly. $12.00.

Useful for back-to-the-country living and ecology type how-to-do-it questions.

Science Fair Project Index, by Janet Y. Stoffer. Scarecrow, 1975. $25.00.

The index includes projects from as many areas of science and technology as possible. An attempt was made to avoid duplication of *Index to Handicrafts* so projects in electronics, metalwork, carpentry and domestic science books were excluded.

600 Things to Make for the Farm and Home, vol. 3, compiled by Glen Charles Cook and Lloyd J. Phipps. Interstate, 1952. $10.75; text ed. $8.00.

--Vol. 1. *380 Things to Make*. 1941. o.p.

--Vol. 2. *600 More Things to Make for the Farm and Home*. 1944. $10.75; text ed. $8.00.

An idea book and a book of plans for constructing equipment and machinery in nearly all areas of farm mechanics. Several different plans for the same type of farm and home equipment and machinery are included.

Sourcebook of Electronic Circuits, by John Markus. McGraw, 1968. $33.50.

Contains over 3,000 electronic circuits. The comprehensive index gives quick access to circuits listed either by type, performance, application, or popular name. Includes chapters dealing with such specialized topics as alarm circuits, automotive circuits, clock circuits, gate circuits, tape recorder circuits, television and many more.

The Way Things Work, an encyclopedia of modern technology, 2 vols. S & S, Vol. 1, 1967, $12.95; Vol. 2, 1971, $12.95.

Clearly shows how things work--telephones, light meters, X-rays, lasers, metal casting and much, much more. This set and *McGraw-Hill Encyclopedia of Science and Technology* can help explain some details of a patron's project.

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Compiled by Carol Coon, BARC, 2/79.

FOREIGN LANGUAGE

Thos. S. Fowler

It was mentioned earlier that the topics for this workshop were chosen by tallying the types of questions most frequently submitted to BARC. Those categories most often asked are those we're discussing today. I think we made a mistake, though, in choosing "foreign language" as a category. When I went through the question log to cull out sample questions, I didn't find very many. So this will be very brief. I'll cite some typical recent questions and discuss the sources for their answers.

First, let me mention in case you haven't heard it before, BARC does not do translations. The letter from home written by grandmother in the language that nobody in the American branch of the family can read will not be translated by BARC. We might be able to refer your patron to an agency or a private translator who will do it for a fee.

We do make attempts at nonEnglish words or phrases. San Francisco Public Library has a large collection of bilingual dictionaries. We make an attempt to run a phrase through those dictionaries as best we're able. We can't be sure of tenses, cases or any grammatical fine points though, so that's a little risky. It's especially difficult when the requested translation is from English to another language. We were asked how to say "happy birthday" in Maori. I checked 3 English-Maori dictionaries, but there were so many words given for "happy" I had no way of knowing which was the one to use. There was no word listed for "birthday" in any of the 3, so I had to give up. Usually our next step is to find a native speaker or an expert in the language. Colleges and universities are often helpful for that. Sometimes consulates can help, but only with brief phrases. Seldom will a consulate employee offer to translate anything lengthy. The Maori question had a deadline too near to allow us to write letters to New Zealand. I did call the New Zealand consulate here in San Francisco, but there was nobody on their staff who could help. I did try a few other agencies where I thought there might be some assistance, but without any luck. I struck out, but it represents a typical search. First to SFPL's collection of bilingual dictionaries, then to an expert with the language. Sometimes we try a special collection for the subject on the chance there will be materials treating the subject in the language desired.

Here's another example. We were asked the meaning of the name of the character Dersu Uzala in Kurosawa's film. Using Lee Ash's *Subject Collections*, we were guided to Goldian dialect specialists at New York Public Library. The Goldian dialect was the character's language in the film. We received from the librarians in that collection at NYPL their surmise of the literal meaning of the name.

Sometimes the opposite approach turns out to be more successful. With Dersu Uzala we did not go to the film source for information. Instead we went to a specialist with the language. When one of the BARC librarians was asked for earthquake engineering materials in Portuguese, she spent quite a lot of time contacting libraries with Portuguese language collections for help. Nobody with those collections had any earthquake materials. Finally she called an earthquake engineering research library and received exactly the right books in Portuguese. One never knows. Sometimes the right approach is through the language, and sometimes it's by subject collection.

We have been asked for Don Quixote in Italian and for the novels of Nikos Kanzantzakes in the original Greek. In both cases SFPL's collection yielded the right book. We were fortunate in both cases, but the approach probably would have been through special language collections if the titles had not been held here.

An example of our using a special language collection is our filling a request for bricklaying instructions written in Spanish. For Spanish language materials we turn first to SFPL's Mission Branch. One quarter of the budget in that branch

is dedicated to Spanish materials. There are staff members there who are fluent in Spanish and who work with those materials closely. They know the collection. It is a broad, general public library type collection. There were no books on bricklaying in Spanish at the Mission Branch, so we turned then to other libraries in the Bay Area with large general collections of Spanish language materials. None of them had anything helpful for this subject. A book finally was supplied by the Serra Library System.

I hesitated to use that example because it's not very exact. We just kept requesting the subject from more distant libraries where we thought there might be strong Spanish holdings until we finally hit it. Some of the other staff members disagreed with me. They thought it was a good example of resource sharing and the networking principle.

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GOVERNMENT PUBLICATIONS

Tibby Storey

Before I came to BARC in 1977, I had worked for ten years in SFPL's Science and Documents Department and for much of that time I was the librarian in charge of federal documents. I not only learned what a variety of information is available from the federal government, but also how good, how authoritative, a lot of that information is. I think most of you probably realize this, so I don't need to dwell on it.

I thought that it might be interesting simply to share with you some of the questions we've answered in recent months by using government publications--not obvious "documents questions" on legislation or patents, but "plain old questions" where a document turned out to help. You'll notice that most of these questions are technical in one way or another, but that doesn't have to be the case.

Recently we were asked for information on the processes and techniques involved in melting down and refining scrap jewelry metals, especially gold and silver. We found an article on precious metal recovery in the magazine *Metal Finishing*, but the best thing we found was a 1924 U.S. Bureau of Mines *Technical Paper* called "Methods for the recovery of platinum, iridium, palladium, gold and silver from jewelers' waste." It was kind of old, but there didn't appear to be anything published later that was as good and as directly to the point of the question as that document was.

Also last month a patron wanted to know market prices for the elements strontium and praseodymium, quantities of which were evidently found on his land. The U.S. Bureau of Mines' *Mineral Facts and Problems* gave some information on strontium, but little could be found on the other element. We wrote to the Bureau of Mines, who sent us copies of some of their other documents and also quoted prices for praseodymium oxide and praseodymium metal as supplied by a private corporation.

I recently had a question on making rotary self-cleaning screens for use in a fish hatchery. By searching through volumes of the periodical *Progressive Fish-Culturist*, published by the U.S. Fish and Wildlife Service, I found two articles on these screens. One of them cited a 1952 article from the state publication *California Fish and Game*, so I was able to provide a third article. I also discussed this question with a man at the California Department of Fish and Game in Yountville. He told me the patron could contact his department in Sacramento if he needed more information, since this type of screen is used a lot by Fish and Game, and they make and repair their own.

Another very recent question read, "Patron would like a picture of an old hop-kiln, the kind of kiln that was used in this area for drying hops." We found a great picture in an old U.S. Dept. of Agriculture *Farmer's Bulletin* on California hop culture.

Documents were part of the answer to a question on the history of vaccination in the United States. Other material was also located, but information was found in a hearing before the House Interstate and Foreign Commerce Committee on communicable disease and immunization and in a California Public Health document which was an analysis of records regarding typhoid fever cases and carriers for the years 1910 through 1959.

I said I was going to make this a brief talk, but before I stop I just want to mention a few more subjects where documents have helped. The Smithsonian has published a *Bulletin*, no. 254, called "The Invention of the Sewing Machine" which is very useful for identifying and dating old machines and their manufacturers. We have also used documents a lot for questions on building things, such as crab pots, bird traps, and bridges. There really seems to be no end to topics covered by government publications, though I didn't find anything on starting a pawnshop when I tried that one recently. Still, it was worth a try, since documents exist on the weirdest subjects.

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INHOUSE INDEXES AT SPECIAL LIBRARIES

Audrey Powers

There was a description in BARC's 1975 Reference Potpourri workshop of some of San Francisco Public Library's inhouse indexes. Today I'm going to mention some inhouse indexes in the area's special libraries. During the past several years BARC has visited special libraries in the Bay Area and has compiled reports on their collections. The "Area Special Collections" column of *BARC Notes* profiles special libraries that allow public access. Many librarians have told BARC they keep copies of these at the reference desk and use them with their other directories. I'm going to mention some of those collections we've visited where there are special indexes that may be of interest to you.

Some of the inhouse indexes and special clipping files mentioned recently in *BARC Notes* columns include the following:

California State Division of Mines and Geology Library in San Francisco. They have indexes for the 1800s to 1930s materials on California mines, California minerals, river bars and mining districts.

The Fashion Institute of Design and Merchandising Library in San Francisco has indexes and files on designers, fashion subjects, retailers and manufacturers.

At the Chicano Studies Library at U. C., Berkeley, there is an index to the *Daily Californian* from 1966 to 1973 for articles on Chicanos. There are clippings from magazines and newspapers on the Chicano experience. This includes poems, folktales, etc.

The International Longshoremen's and Warehousemen's Union (ILWU) Library in San Francisco indexes the ILWU newspaper, *The Dispatcher*, from 1942 on.

The Far West Laboratory for Educational Research and Development Library in San Francisco has a sample educational tests file.

Typical of the special indexes and files in corporate libraries are those at Pacific Gas and Electric in San Francisco. They hold employee biographies, speeches made by staff members, and technical papers authored by their staff. They have indexed the periodical *Electrical Week*, and they have generated an index by "paper number" for all series published by IEEE and ASME. They have an index to powerplants, dams and reservoirs.

Another collection whose material has been useful to BARC is the Program for the Study of New Religious Movements at the Graduate Theological Union in Berkeley. Their files on cults and new religions are thoroughly indexed.

The San Francisco Academy of Comic Art and the National Newspaper Archive, located here in San Francisco, have files and indexes on comics and cartoons, especially chronological newspaper clippings of specific comic strips such as Alley Oop, Dick Tracy, Katzenjammer Kids, L'il Abner, Moon Mullins, etc.

The Asian Art Museum Library in San Francisco maintains indexes to Chinese and Japanese painters, to current periodicals not covered by *Art Index* or the catalog of the Freer Gallery. They index articles on Asian art and artists. They also index sales catalogs for the sale of Asian art objects.

The California State Department of Transportation District 04 Library in San Francisco has indexes to transportation maps and projects plans for District 04. They are by county, highway, post mile, and bridge. These are heavily used for litigation purposes.

The Western Jewish History Center of the Judah Magnus Memorial Museum in Berkeley indexed *Emanu-el*, the San Francisco Jewish community bulletin. The index covers the period 1895 to 1930 and is especially useful for genealogical reference.

The Data Center Library in Oakland has clipping files and indexes on the politics and economy of the Americas.

In San Francisco, the library of the Society of California Pioneers has quite a number of special indexes in addition to the usual files and indexes for California subjects. They have indexed biographies, portraits, photographic negatives of ships, and manuscript authors. There is an index by composer, arranger, pub-

lisher, singer, lyricist, type of music, title and date to their Sherman Music Collection of early California sheet music, covering generally 1852-1923.

Then there's the library BARC calls most frequently for access to their indexes--the *San Francisco Chronicle* library. Their files cover photographs and clippings from 1906 to date. Earlier files were destroyed in the earthquake and fire. (The California State Library's indexes fill in earlier years.) Access is by subject and name (including bylines for reporters), with clippings appearing under 4 or more headings depending on the number of subjects covered. Articles are clipped, pasted up, given headings and filed by midnight of the same day the paper appeared. Sunday editions take a couple of days, but most of what the reporters need usually appeared within the previous week.

Bell and Howell has published a printed index to the *Chronicle*, 1976 to date, but it lags 2 months behind. We still contact the *Chronicle* library for older and for more recent articles, as well as for those that present problems with subject headings.

BARC has found the special libraries and their special files and indexes very useful. We urge you to find out about similar collections in your areas. They may prove to be gold mines of helpful information.

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